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Indiana University School of Medicine Special Statement

The Indiana University School of Medicine (IUSM)-Evansville campus is considered a separate campus from the larger Indiana University Purdue University Indianapolis (IUPUI) campus for Clery Act reporting and is located on the campus of the University of Southern Indiana (USI). IUSM students completing coursework on the USI campus and are considered “Guest Students” of USI and may be subject to both IUPUI and USI policies, procedures, and disciplinary processes depending on the nature and/or location of an incident. Guest Students have full campus privileges, including the use of on-campus residence. IU employees working at the IUSM-Evansville campus may also be subject to both USI and IUPUI policies, procedures and disciplinary action depending on the nature and/or location of an incident.

The IUSM-Evansville facilities, located on the USI campus, are subject to the safety and security policies and procedures of USI. There are no IU police or security personnel on site. In order to provide IUSM-Evansville students and employees with information relevant to space controlled by IU and space controlled by USI, as well as other relevant safety and security policies, available resources, programs and information, IU is providing Annual Security Report safety and security policies of both IUPUI and USI.

Annual Security Report – Indiana University Purdue University Indianapolis

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act) and the safety-related requirements of the Higher Education Opportunity Act, the Indiana University Police Department (IUPD) on each Indiana University (IU) campus produces an Annual Security Report. Each report includes policy statements and specific information regarding the university’s procedures, practices, and programs concerning safety and security (e.g. policies for responding to emergency situations and sexual offenses). Each report also includes three years’ worth of statistics for particular types of crimes that occurred on campus; in certain noncampus buildings or property owned or controlled by the university; and on public property on or immediately adjacent to the campus.

These reports are available online at http://protect.iu.edu/police/cleryreports. You may also request a paper copy from your campus IUPD contact at:

Ball Annex
1232 W. Michigan Street
Indianapolis, IN 46202
317-274-2058 (Administrative)
317-274-7911 (Emergency)

Policy Statements
This section of the Annual Security Report discloses the procedures, practices, and programs IU has implemented to keep its students and employees safe and its facilities secure.

I. Reporting Crimes and Other Emergencies

All community members, including students, faculty, staff, and guests, are encouraged to accurately and promptly report all criminal or suspicious actions and any potential emergencies to the Indiana University Police Department or appropriate law enforcement agency. Situations occurring on campus should be reported to the IUPD. For emergencies, dial 9-1-1; if you are using a cell phone, immediately state your location. Incidents may also be reported in any of the following ways:

- By a campus telephone to IUPD - Indianapolis at phone number 911.
- By a non-campus telephone to IUPD - Indianapolis at phone number 317-274-7911.
- In person to IUPD - Indianapolis at 1232 W. Michigan Street, Indianapolis, IN 46202 (Ball Annex building).
- Via the blue light emergency telephones located on campus property.
- To a police officer, security officer, or cadet officer when encountered.

For crimes or emergencies occurring off-campus, reports should be made to local law enforcement by either dialing 9-1-1 or visiting in person.

Crimes should be reported to the IUPD for inclusion in the annual statistical disclosure of crimes and for assessment for Timely Warning notifications.

For reports about sexual violence, including domestic violence, dating violence, sexual assaults, and stalking, see Section XIII Dating Violence, Domestic Violence, Sexual Assault and Stalking, regarding reporting information.

Response to Report

Depending on the nature of the particular report, the dispatcher may either send an officer to the caller’s location or ask the caller to come to the IUPD office to file an incident report. As required by law or policy, an incident report may be forwarded to other university offices for potential action, which may include:

- Office of the Vice President and General Counsel
- University Title IX Coordinator
- Deputy Title IX Coordinator
- Human Resources
- Academic Affairs
- Office of Insurance, Loss, Control and Claims
- Environmental Health and Safety
- Chancellor
- Vice Chancellor for Finance and Administration
- Vice Chancellor of Student Affairs
- Dean of Students
- Office of Housing and Residence Life
- Campus Facility Services

Voluntary, Confidential Reporting

If you are a victim of or witness to a crime, but you do not want to pursue action within the university system or the criminal justice system, you may still choose to make a report and request that it remain confidential. The purpose of such a report is to comply with your wish to keep your identity confidential, while also providing information to help ensure the future safety of yourself and others. An
IUPD officer can file a confidential report detailing the incident without revealing your identity, to the extent allowed by state and federal laws. Using the information provided in the confidential police report, the university can keep an accurate record of: the number of incidents involving students, employees, and visitors; determine whether there is a pattern of crime with regard to a particular location, method, or assailant; and alert the university community to potential dangers. Reports filed in this manner may be counted and disclosed in the annual statistical disclosure for the university, included in the daily crime log, and used for the assessment of timely warning notifications without using any personally identifiable information.

Campus Security Authorities

Many individuals throughout the university have been identified as Campus Security Authorities (CSA) and have responsibilities to inform IUPD of specific information regarding any crimes of which they are made aware. If you make a report to a CSA, be aware of their responsibilities and clearly express any interest you have in remaining confidential. Additional information on whom at the university may qualify to be a CSA can be found at https://protect.iu.edu/police/csa.

Pastoral and Professional Counselors

Any pastoral counselors and licensed professional counselors on campus working in that capacity are not considered campus security authorities (CSA). Therefore, they are not required to report crimes for inclusion into the annual disclosure of crime statistics. However, if they deem it appropriate, these counselors may inform students about the University's policies and procedures about reporting crimes on a voluntary basis and seeking help if they are the victim of a crime (see above section on Voluntary, Confidential Reporting).

II. Timely Warnings (Crime Alerts) about Crimes

In order to promptly alert students and employees of dangerous situations on or near campus and provide them with enough time and information to take necessary precautions, IU has instituted a timely warning system. Timely Warnings at IU are called Crime Alerts and may be issued for any of the Clery Act crimes, as described in Appendix A of this report, that occur on campus; in certain noncampus buildings or property owned or controlled by the university; and on public property on or immediately adjacent to the campus. For a Crime Alert to be issued, the crime must be considered a serious or continuing threat to students or employees. The campus IUPD Chief or his/her designee is responsible for determining the necessity of a Crime Alert and for issuing the alert to members of the IU community.

In deciding whether or not to issue a Crime Alert, the campus IUPD Chief or his/her designee examines the facts of each incident and considers when and where the incident occurred, when the incident was reported, and any other information available to the IUPD. For example, if an assault occurs between two students who have a disagreement, there may be no ongoing threat to other university community members, and a Crime Alert would not be distributed. Crime Alerts may be distributed for other crimes if deemed necessary by the campus IUPD Chief or his/her designee.

Crime Alerts are generally written and issued by the campus IUPD Chief or his/her designee. Certain details may be withheld from a message if the information would compromise law enforcement efforts. Any details that could disclose the identity of the victim are withheld from our Crime Alerts. IU-Notify is generally used to send Crime Alerts and to provide any updates to members of the university community. Email is the primary method of Crime Alert communication, however on a case-by-case basis, other means of distribution may be used, including:

- Text messages
- Phone calls
- Protect IU webpage updates (http://protect.iu.edu/)
- IUPD - Indianapolis webpage (www.police.iupui.edu)
More information on IU-Notify can be found at [http://kb.iu.edu/data/avvo.html](http://kb.iu.edu/data/avvo.html). Instructions for how to update your contact information are found at [http://kb.iu.edu/data/avvp.html](http://kb.iu.edu/data/avvp.html). For members of the IU community, it is suggested that you provide the best phone number to reach you and an email address in order to receive notifications and alerts. You should update and verify your information regularly.

### III. Emergency Notifications

When IU receives a report of a potential emergency or other dangerous situation, Public Safety and campus officials respond and assess each individual incident. If the incident is confirmed to be ongoing or imminently threatening to the health or safety of the campus community, an emergency notification is immediately initiated. University officials authorized to send messages via the emergency notification process will, without delay and taking into account the safety of the community, collaborate to determine the content of the message. These officials will communicate information regarding the threat either to the campus community as a whole or to the appropriate segment of the community if the threat is limited to a particular building or segment of the population. IU will not immediately issue a notification for a confirmed emergency or dangerous situation if by doing so, in the professional judgment of first responders and Public Safety officials, it will compromise efforts to assist a victim, to contain the emergency, to respond to the emergency, or to otherwise mitigate the emergency.

IU’s use of emergency response and notification procedures is not necessarily limited to crimes. An incident such as a serious gas leak, tornado, hazardous materials spill, winter storm, or other hazards could also warrant the use of this protocol.

University officials authorized to send messages via the emergency notification process include the following staff: Public Safety officials (including Police, Emergency Management and Continuity personnel, and Environmental Health and Safety personnel) and Communications/Marketing personnel. These officials will use their discretion to determine the content of the message, specific method(s) of notification, recipients of the notification, and the sending authority. Usually, such notification will be made using the IU-Notify emergency notification system. Notification may be accomplished using a variety of messaging methods which may include one or all of the following: text messages, telephone calls, email, social media, television cable override, sirens, digital signage, web site banners, and/or public address systems. If there is a need to disseminate information outside of the campus community, it is posted to the IU Protect web site at [https://protect.iu.edu](https://protect.iu.edu), distributed to local news agencies, and posted to social media and WebEOC (which notifies surrounding public safety jurisdictions and the Indiana Department of Homeland Security).

### IV. Response and Evacuation Procedures and Tests

Response and evacuation procedures are documented in the campus Emergency Procedures and Building Emergency Action Plans. Evacuation route maps are posted in hallways throughout all campus buildings.

Announced and/or unannounced drills are scheduled and executed annually to test evacuation and emergency procedures.

An announced test of the IU-Notify emergency notification system is conducted at least once per calendar year. This test also publicizes the [https://protect.iu.edu](https://protect.iu.edu) website, which contains information about emergency procedures.

Each test, drill, and exercise is designed to evaluate IU’s emergency plans and capabilities and is documented in writing. The documentation includes a description of the test/drift/exercise, the date held, the time started and ended, whether the test/drift/exercise was announced or unannounced, and any recommendations or improvements.

Campus tests, drills, and exercises performed in the calendar year for this report include:
• March 27, 2013 – Operation Stormy Weather – Alert and Warning Drills - Morning and Evening - Testing IU Notify and safe shelter procedures.
• May 29, 2013 – Campus Incident Management Team – Tabletop Exercise and Discussion – Discussion-based exercise focused on the usage of IUPUI campus personnel for emergency or crisis incidents on the campus and the need to activate, staff, and manage an Emergency Operations Center.
• June 25, 2013 – Operation Agile Response – Full-Scale Exercise – Operationally based exercise focused on the campus response to an active shooter/hostile intruder and the necessary actions and public safety personnel needed to resolve and recover from such an event.
• October 8, 2013 – US Department of Agriculture / IU Laboratory Animal Research Center – Tabletop Exercise – Discussion-based exercise focused on the validation of the updated IU Laboratory Animal Research Center (LARC) Response Plan. The exercise walked through a scenario impacting animal research facilities on the IUPUI campus and the necessary response required to manage, stabilize, and recover from the incident. It also supported the requirement from the USDA to update current plans and conduct a tabletop exercise.
• October 29, November 1, November 4, November 5, and November 7, 2013 – IUPUI Campus – Fire/Building Evacuation Drills – Emergency evacuation drills conducted on the IUPUI campus to test and validate the process for moving people out of buildings for fire or some other type of event that would pose a hazard to students, faculty, and staff. A total of 41 buildings were evacuated and approximately 8,000 people were evacuated from facilities on campus over the two-week period.

V. Daily Crime Log

The Daily Crime Log includes records of criminal incidents and alleged criminal incidents that have been reported to the Indiana University Police Department (IUPD) on each campus. The Daily Crime Log entries contain more detail than the Annual Crime Statistics Disclosure. It includes all crimes, not just those reported for Clery Act purposes. It also includes the IUPD’s patrol jurisdiction, which may be broader than on-campus, non-campus and public property locations. Daily Crime Logs are updated within two business days of an incident being reported to the IUPD. Information may not be included in the log if prohibited by law or if the disclosure would jeopardize an ongoing investigation. If you would like to see your campus’ Daily Crime Log, you can do so by:

• Visiting IUPD - Indianapolis at 1232 W. Michigan Street, Indianapolis, IN 46202 (Ball Annex building) during normal business hours.
• Visiting IUPD - Indianapolis website http://www.police.iupui.edu/crime-logs/

VI. Security of and Access to Campus Facilities

IU campuses are open to the public. During business hours, most buildings are open to students, parents, employees, contractors, guests, and invitees; however, there may be restricted areas that are not accessible without permission from a university representative. On evenings and weekends, certain buildings are open for scheduled classes, events, or meetings. Some buildings may stay open 24 hours or have hours that vary at different times of the year. Buildings will be closed according to schedules developed by the department responsible for the building. When a building is closed, only faculty, staff, and students with specific authorization are permitted inside. Emergencies may necessitate changes to any posted schedules.

Other campus security and access controls include:

• Building hours are determined by the schools and departments that occupy the building along with the building’s building coordinator. When a building is closed, only faculty, staff, and students with specific needs are allowed inside.
Campus Residence Access

Special considerations for campus residence access include:

- Campus residence halls and apartments all have 24/7 electronic access control on the private areas of the buildings. Access to these areas is controlled by Housing and Residence Life.

VII. Security Considerations for the Maintenance of Campus Facilities

IUPD officers patrol campus buildings and grounds regularly. If officers notice any unsafe conditions, such as poor lighting, they report them to the appropriate campus administrators for correction.

Members of the campus community are encouraged to report safety issues to the IUPD or one of the following:

- IUPD - Indianapolis at 317-274-7911.
- Campus Facilities Services at 317-278-1900.
- Parking and Transportation Services at 317-274-4232

A very strong commitment to campus security and safety is maintained through regular inspection of the following:

- Police and facilities employees constantly look for and report problems with lighting, locks, security equipment and for other public safety hazards as they perform their daily duties.

VIII. Missing Student Notification

IU's policy is to thoroughly investigate all reports of missing persons, and to ensure that all missing person notifications to law enforcement and others are made promptly and in accordance with applicable state and federal law.

If a student who resides in on-campus housing is believed to be missing, University staff must report it immediately to the IUPD. The IUPD will obtain a report and initiate an investigation. If the IUPD determines that a student has been missing for more than 24 hours, the IUPD will notify local law enforcement and inform the student’s designated contact person(s) no more than 24 hours after the student is determined to be missing. If circumstances warrant, IUPD may initiate these procedures if the student has been missing for less than the 24-hour time frame.

Any student residing in on-campus housing may identify both an emergency contact and a contact who will be notified should the student be determined missing by IUPD, and this information should be updated regularly. If a student has identified such a person, the IUPD will notify that person no more than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated person, the IUPD will notify the student's parent or legal guardian in addition to the students designated contact.

Contact information will be registered confidentially for all students, will be accessible only to authorized campus officials, and will not be disclosed unless needed in a missing student investigation. A student can register their missing student contact information by:

- Visit http://housing.iupui.edu/HSC
- Log into the Housing Service Center
- Click on “Manage My Contacts”

Information about the missing person will be entered into the National Crime Information Center (NCIC) within two hours of being received by police. This information will also be sent to any police department near the location where the missing student was last seen and to any law enforcement agency requested by the reporting party, provided the officer considers the request to be reasonable.
IX. Crime Prevention and Security Awareness

The IUPD, along with many other IU departments, uses a variety of media to provide information about crime prevention, to publicize campus security procedures and practices, and to encourage community members to be responsible for their own security and for the security of others.

Campus security and fire safety procedures are specifically discussed during new student orientation. In addition, representatives from the IUPD, the Office of Environmental Health and Safety (EH&S), and the Office of Emergency Management and Continuity (EMAC) participate in forums, engage in town hall meetings, and are available by request to address student and employee questions and to explain university security, public safety, and fire safety measures. Members of the IUPD conduct presentations about crime prevention and general security and safety awareness upon request. Information typically provided includes crime prevention tips; statistics on crime at IU; fire safety information; information about campus security procedures and practices; and encouragement to all community members to be responsible for their own security and for the security of others.

Campus security awareness and crime prevention programs include:

- Safety Presentation – New Assistant Dean of Medical Student Affairs – 01/03/2013
- Safety Presentation – Student & Employee Health Staff – 01/31/2013
- Dealing with Difficult People – Campus Center Staff – 02/15/2013
- Office Safety & Dealing with Difficult People – Graduate Student Office Staff – 02/27/2013
- General Safety – Academic Affairs, SoS Gateway Staff and Coordinators – 03/21/2013
- Active Shooter Safety & Personal Safety – Dental School Office of Faculty Affairs – 04/02/2013
- Dangers of Alcohol Demonstrating Fatal Vision Goggles – Health & Wellness Fair – 04/18/2013
- Safety and Panic Button Training – Academic and Career Development Student Employees – 05/06/2013
- General Safety Presentation – Physicians Assistance Program – 05/06/2013
- General Safety Presentation – Upward Bound Staff – 06/12/2013
- General Safety – New Student Orientation Resource Fair – 06/14/2013
- Personal Safety Presentation – Card Services Staff – 07/02/2013
- General Safety – New Student Orientation Resource Fair – 07/12/2013
- Safety Doesn’t Happen by Accident – International Student Orientation – 08/12/2013
- General Safety Presentation – New Student Academic Advising Center – 08/12/2013
- Active Shooter & General Safety Presentation – UITS Technology Center Consulting Staff – 08/15/2013
- Campus Safety Presentation – Freshman Law Students – 08/23/2013
- General Safety Presentation – Undergraduate Admissions Staff – 10/15/2013

To schedule a security awareness or crime prevention presentation, contact the IUPD office on your campus at:

police@iupui.edu
317-274-2058 (Administrative)
317-274-7911 (Emergency)

X. Campus Law Enforcement/Indiana University Police Department (IUPD)

Enforcement Authority

The IUPD employs sworn police officers that are certified by the State of Indiana and who meet state-mandated training requirements. These officers have full police powers, including the power to
arrest, as granted by the State of Indiana (IC 21-39-4), and have access to national and state law enforcement computer networks. IUPD officers have primary jurisdiction on any real property owned or occupied by the university, including the streets passing through and adjacent to such property. These officers also have the power to assist university officials in the enforcement of IU's rules and regulations.

Working Relationship with State and Local Enforcement Agencies

By resolution of the Indiana University Board of Trustees, university police are authorized to exercise police powers beyond their primary jurisdiction in certain circumstances. The IUPD maintains a cooperative working relationship with municipal and county law enforcement agencies in the geographic areas in which campuses are located, as well as with Indiana State Police and Federal agencies. When investigating alleged criminal offenses, the IUPD cooperates with the appropriate law enforcement agencies and other criminal justice authorities.

These cooperative working relationships include:

- Indianapolis Metropolitan Police Department (No MOU);
- Indiana State Capitol Police Department (No MOU);
- Indiana State Police Department (No MOU);
- Veterans Administration Police Department (No MOU);
- Marion County Sheriff's Office. (No MOU)

IUPD officers normally investigate all criminal offenses that occur in the IUPD’s primary jurisdiction and work with the staff of cooperating agencies when incidents arise that require joint investigative efforts, resources, crime-related reports, and exchanges of information. The officers of IUPD and cooperating agencies communicate regularly at the scene of incidents that occur in and around the campus. Meetings may be held between the IUPD and cooperating law enforcement agencies for purposes of sharing information on both a formal and informal basis. Local and state police agencies provide back-up assistance for any emergency that might require extensive police services. Any law enforcement officer may come onto campus at any time; just as IUPD officers have powers to arrest, city and state police can arrest students and visitors on campus for violations of law within their agencies’ jurisdictions. In addition, the university has the responsibility of advising the appropriate authorities of violations of civil or criminal law committed by anyone on campus. The University will report violations either when a request for specific information is made or when there is a danger to life or property.

XII. Crimes at Noncampus Locations

The IUPD uses university records to identify and monitor activity at noncampus property. Noncampus property, for this purpose, is defined as (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. The IUPD sends annual requests to the law enforcement agencies with jurisdiction over these locations to request crime statistics and to be alerted when a serious or ongoing threat is occurring at any noncampus location.

If IU students are implicated in criminal activity occurring off-campus, including noncampus locations of student organizations officially recognized by IU (with or without housing facilities), the law enforcement agency with jurisdiction may notify the IUPD; however, there is no official policy requiring such notification. Students in these cases may be subject both to arrest by the law enforcement officers and to the university’s disciplinary action through:

IUPUI Office of Student Conduct
317-274-4431
IUPUI operates no off-campus housing or off-campus student organization facilities.

XII. Alcohol and Drugs

The possession, use, sale, manufacturing or distribution of any controlled substance, including alcohol, on the IU campus is governed by the campus’ Alcohol and Drug-Free Policy; the IU Code of Student Rights, Responsibilities, and Conduct; and the laws of the State of Indiana. The Indiana Alcoholic Beverage Commission (ABC) oversees state laws regarding the possession, use, sale, consumption, or furnishing of alcohol. However, the enforcement of alcohol laws on campus is primarily the responsibility of the IUPD. IU has been designated “drug free,” and the consumption of alcohol on campus is only permitted under certain circumstances as set forth by university policy. The illegal possession, use, sale, manufacture, or distribution of any controlled substance is against IU policy and enforced under both state and federal laws. The IUPD proactively enforces these laws and university policies, including state underage drinking laws. Violators may be subject to university disciplinary action, criminal prosecution, fine, and/or imprisonment.

Underage Drinking

It is unlawful to sell, furnish, or provide alcohol to a person who is under the age of 21. The possession of alcohol by anyone under 21 years of age is illegal. Organizations or groups violating alcohol/substance policies or laws, Indiana Code (IC 7.1-5-7-8), may be subject to sanctions by the university.

Please note that under Indiana’s Lifeline Law (IC 7.1-5-1-6.5), students are afforded amnesty against certain charges for alcohol related crimes in connection with a report of a medical emergency, so long as they cooperate with law enforcement at the scene.

Alcohol and Drug Education Programs

IU is committed to promoting the health and safety of its campus community through prevention and awareness programs of drug and alcohol education and the implementation of relevant policies. Additional information on drug and alcohol education programs can be found within the University and campus policies identified below. IU encourages members of the community who may be experiencing difficulty with drugs or alcohol to utilize one of the following on-campus resources:

- Counseling and Psychological Resources (CAPS), Walker Plaza 719 Indiana Avenue, Suite 220, Indianapolis, IN 46202 317-274-2548 http://studentaffairs.iupui.edu/health-wellness/counseling-psychology/
- Alcohol & Other Drug Prevention and Education Specialist http://studentaffairs.iupui.edu/health-wellness/hw-promotion/alcohol-and-other-drug/index.shtml
- Employee Assistance Program (IUEAP) 317-962-2622 http://www.indiana.edu/~uhrs/benefits/eap.html

Available off-campus services include:

- Fairbanks 8102 Clearvista Parkway, Indianapolis, IN 46256 800-225-4673 https://www.fairbankscd.org/
- Aspire Indiana 2506 Willowbrook Parkway Suite 300, Indianapolis, IN 46205 317-257-3903 http://www.aspireindiana.org/
- Volunteers of America of Indiana Inc 927 North Pennslyvania Street, Indianapolis, IN 46204 317-686-5800 http://www.voain.org/Services/Addiction

Report Date 9/30/2014
• The Salvation Army Harbor Light Center 2400 North Tibbs Avenue, Indianapolis, IN 46222 317-972-1450
• Life Recovery Center 317-887-3290 http://www.liferecoverycenterindiana.com/
  o South location: 8150 Madison Avenue, Indianapolis, IN 46227
  o West location: 3607 West 16th Street, Suite B-3, Indianapolis, IN 46222
  o East location: 4455 McCoy Street, Suite 301, Indianapolis, IN 46226
  o North location: 8727 Commerce Park Place Building 7, Suite L, Indianapolis, IN 46268
• http://studentaffairs.iupui.edu/health-wellness/hw-promotion/alcohol-and-other-drug/community-resources.shtml
• Substance Abuse and Mental Health Services Administration (SAMHSA) locator http://findtreatment.samhsa.gov/

University and Campus Policies

Violators of IU policies are subject to the provisions of applicable laws as well as university disciplinary actions, which may include sanctions such as eviction from campus housing, revocation of other privileges, or suspension or expulsion from the university. Disciplinary action may also be taken to protect the interests of the university and the rights and safety of others.

University and campus policies pertaining to student conduct violations, including the possession, use, and sale of alcohol and controlled substances, are outlined in:
• The IU Code of Student Rights, Responsibilities, and Conduct located at http://www.iu.edu/~code/code/index.shtml
• The IU policy on a Substance-free Workplace (for all staff and hourly employees) located at http://www.indiana.edu/%7Euhrs/policies/uwide/substance.html
• The IU policy on Requirements for Service of Alcoholic Beverages on Indiana University premises http://policies.iu.edu/policies/categories/financial/insurance-loss-control-claims/FIN-INS-10-requirements-for-service-of-alcoholic-beverages-on-indiana-university-premises.shtml
• IUPUI Housing and Residence Life Handbook located at http://housing.iupui.edu/current-resident/handbook.shtml

The University will, upon written request, disclose to the alleged victim of a crime of violence, or non-forcible sex offense, the results of any disciplinary hearing conducted by the University against the student who is the alleged perpetrator of the offense. If the alleged victim is deceased as a result of the crime or offense, the University will provide the results of the disciplinary hearing to the victim’s next of kin, if so requested.

XIII. Dating Violence, Domestic Violence, Sexual Assault and Stalking

Indiana University (IU) prohibits the crimes of dating violence, domestic violence, sexual assault and stalking. The following definitions are applicable in the state of Indiana and for Indiana University; these are not the same definitions used when reporting crime statistics, as stated in the Crime Statistics Disclosure section of this report. The definitions used for counting crime statistics are located in Appendix A.

Domestic Violence (IC 5-26.5-1-3)

Includes conduct that is an element of an offense under Indiana Statute IC 35-42 (which includes crimes against a person) or a threat to commit an act described in IC 35-42 by a person against a person who:

(1) is or was a spouse of;
(2) is or was living as if a spouse of;  
(3) has a child in common with;  
(4) is a minor subject to the control of; or  
(5) is an incapacitated individual under the guardianship or otherwise subject to the control of;  
the other person regardless of whether the act or threat has been reported to a law enforcement agency or results in a criminal prosecution.

**Dating Violence**

Violence committed by any person who is or has been in a relationship of a romantic or intimate nature. The existence of such a relationship will be determined based on a consideration of the length of the relationship, the type of relationship, and the frequency of interactions between the persons involved in the relationship. (based on VAWA definition 42 U.S.C. 13925(a))

**Sexual Assault** *(IC 5-26.5-1-8)*

For purposes of *IC 5-26.5-2-2*, "sexual assault" means conduct that constitutes: (1) a misdemeanor or felony under *IC 35-42-4* (sex crimes) or *IC 35-46-1-3* (incest);  
(2) a misdemeanor or felony under the laws of:  
(A) the United States;  
(B) another state; or  
(C) an Indian tribe; that is substantially similar to an offense described in subdivision (1); or  
(3) an attempt to engage in conduct described in subdivision (1) or (2); regardless of whether the conduct results in criminal prosecution or whether the person who engages in the conduct is an adult.

The Indiana University Sexual Misconduct Policy defines sexual assault as:

1) Committed when an actor subjects a person to sexual penetration (see below)  
   (i) without the consent of the person,  
   (ii) when the actor knew or should have known that the person was mentally or physically incapable of resisting or appreciating the nature of the person’s own conduct,  
   (iii) or when the person is less than sixteen years of age.  
2) Sexual assault is also committed when an actor subjects a person to sexual contact (see below)  
   (a) without consent of the person, or  
   (b) when the actor knew or should have known that the person was physically or mentally incapable of resisting or appraising the nature of the person's own conduct,  
   (iii) or when the person is less than sixteen years of age.

**Stalking** *(IC 35-45-10-1)*

A knowing or an intentional course of conduct involving repeated or continuing harassment of another person that would cause a reasonable person to feel terrorized, frightened, intimidated, or threatened and that actually causes the victim to feel terrorized, frightened, intimidated, or threatened. The term does not include statutorily or constitutionally protected activity.

**Consent, in reference to sexual activity (Indiana University definition)**

- **Consent** is expressed through affirmative, voluntary words or actions mutually understandable to all parties involved.  
- **Consent** is given for a specific sexual act at a specific time and can be withdrawn at any time.  
- **Consent** cannot be coerced or compelled by duress, threat, or force.  
- **Consent** cannot be given by someone who, for any reason, cannot understand the facts, nature, extent, or implications of the sexual situation occurring, including, but not limited to, those who are under the legal age of consent, asleep, unconscious, or mentally or physically impaired through the effects of drugs or alcohol, or mentally impaired due to an intellectual or other disability.
Consent cannot be assumed based on silence, the absence of "no" or "stop", the existence of a prior or current relationship, or prior sexual activity.

Prevention and Awareness Programs

IU offers educational programs to promote awareness and prevention of rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking. These education programs include: (1) a statement that the University prohibits dating violence, domestic violence, sexual assault and stalking; (2) the definition of these terms, as well as the definition of consent in reference to sexual activity; (3) information about safe and positive options for bystander intervention; (4) information on risk reduction; and (5) information on University policies and procedures concerning sexual misconduct. Education and awareness programs may also include programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking. Primary prevention and awareness programs given to new students and employees include:

- Haven online educational module: This is an online education module about sexual assault awareness and prevention - part of AlcoholEdu package that is completed by all incoming students at IUPUI.
- JagNation: Culture of Care – this is a large-scale, campus-wide culture of care initiative that focuses on community building and bystander intervention. We host several large events throughout the semester.

On-going prevention and awareness campaigns for all students and employees include:

- Tabling Events: Several information/resource tables were utilized throughout the year, especially during sexual responsibility week and sexual assault awareness month.
- Bystander Empowerment and Sexual Assault Prevention: These presentations focused exclusively on bystander empowerment training and sexual assault awareness/prevention.
- General Sexual Health: These were presentations and panels focused on general sexual health and responsibility.
- Healthy Relationships: These are general outreach presentations focused on qualities of healthy relationships.
- Healthy Masculinity: These were a combination of presentations and discussions related to traditional masculinity, social construction of gender roles, influence of gender roles on relationship violence, and ways to make changes.
- Social Marketing Campaign: This was a social marketing campaign that included posters and several giveaway items with messages around consent: My Sober Yes is My Consent - Sex without Continuous Consent is Sexual Assault.
- Sex Signals: These were professional actors who used improv and audience interaction to explore social pressures, gender stereotypes, and false preconceptions, and how these contribute to sexual assault.
- Domestic Violence Awareness: This was a program sponsored by two Themed Learning Communities on campus and an advanced communication class. They planned on having two people share their experiences and then do a video showing/discussion.

Additional information and resources about the University’s efforts to prevent sexual violence can be found at [http://stopsexualviolence.iu.edu](http://stopsexualviolence.iu.edu).

Safe and Positive Options for Bystander Intervention

The Clery Act defines bystander intervention as, "Safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence,
domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.” (34 CFR 668.46(j)(2)(ii))

All members of the IU community have a responsibility to create a safe, supportive, and inclusive learning environment. Bystander Intervention involves taking action in a situation when another individual needs help. This includes when someone may be at medical risk due to using drugs or alcohol, or vulnerable to sexual or intimate partner violence. To actively intervene, follow these steps:

1. **Notice the event.** Pay attention to your surroundings.
2. **Interpret the event as a problem.** Recognize that someone is being taken advantage of, vulnerable, or in danger. When in doubt, trust your gut, and intervene at the earliest possible point.
3. **Take personal responsibility to intervene.** If you don’t intervene, it is unlikely that anyone else will.
4. **Decide how you are going to intervene.** Try not to put yourself at risk or make the situation worse.
5. **Decide to intervene.** Take action and intervene at the earliest possible point. If you are not able to fully intervene in a situation, consider responding by asking the victim if he or she needs help or assistance, contacting the police, or seeking out others for assistance.

Types of Intervention:

- **Direct intervention:** Directly addressing the situation in the moment to prevent harm.
- **Delegation:** Seeking help from another individual. This may be someone who is in a role of authority, such as a police officer or campus official.
- **Distraction:** Interrupting the situation without directly confronting the offender by distracting the offender’s attention or directing the potential victim away from the situation.

Most importantly, “If you see something, say something!”

**Life Line Law**

Under Indiana's Lifeline Law ([IC 7.1-5-1-6.5](https://www.in.gov/code/title71章5节5-第1-6.5节)), students are afforded amnesty against certain charges for alcohol related crimes in connection with a report of a medical emergency, including sexual assault, so long as they cooperate with law enforcement at the scene.

**Risk Reduction**

The Clery Act defines risk reduction as, “Options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.” (34 CFR 668.46(j)(2)(v)) Sexual assault, like all other forms of violence, is never the fault of the person assaulted. Below are some general safety tips to consider that may help you avoid or escape situations where someone is trying to harm or take advantage of you sexually or physically:

1. Be aware of your surroundings.
2. Listen to your intuition. If you feel like something is wrong, it probably is. Try to get out of the situation.
3. Don't be afraid to make a scene and yell, scream, or run for protection.
4. Remember, alcohol and drugs can impair your perceptions and reactions. Be especially careful when you drink, and when you're with someone who has been drinking.
Healthy, Unhealthy, and Abusive Relationships

A relationship is healthy if each involved is supported in being the person he or she wants to be. A relationship that limits, manipulates, or damages a person’s sense of self is unhealthy and can be harmful or abusive. Be honest when assessing your relationship on the following factors – you owe it to yourself!

- **Mutual respect** means valuing your partner for who she or he is, not who you want them to be or become, and receiving the same from your partner. Does your partner say, do, and believe things that you can support? Or, is one of you trying to change the other?
- **Trust** is present if you can share your thoughts and feelings with another person without fear of being hurt physically, cognitively or emotionally. Can you be yourself without fear of criticism or judgment? Can your partner trust you in the same way?
- **Honesty** is about being truthful in your words. Do you tell the truth? Do you believe what your partner tells you?
- **Support** means helping your partner in being his or her best, and feeling you get the same in return.
- **Fairness/equity** – Do you almost always give? Or give in? Do you expect your partner to do it your way? Healthy relationships involve give and take, compromise, and negotiation by all parties.
- **Separate identities** – Relationships are healthy when each individual shares their true self with their partner. Each continues to grow both in and out of the relationship. If you feel like you are losing yourself or your unique identity, you may be in a harmful relationship.
- **Effective communication is essential** — Don’t get caught in the trap of believing your partner should know what you want, need, mean, or feel. Humans are rarely good mind readers, especially in intimate relationships. Do you and your partner take time to communicate? Does your partner really listen and work to understand you? Do you do this for your partner?

Harmful and abusive behaviors may come in many forms, and may include the following:

- **Intimidation** – actions, gestures, looks used to make another fearful
- **Emotional abuse** – name calling or humiliation causing the other to feel worthless
- **Isolation** – limiting interactions and information in order to establish control
- **Minimizing/Denying/Blaming** – making light of the abusive behaviors causing the other to doubt their own feelings or perceptions
- **Dominance** – treating another as a lesser being and controlling all decisions
- **Economic abuse** – limiting another’s access to work, money, food, or other resources to exert control
- **Coercion or Threats** – making threats to harm someone in order to control another's behaviors

Here are some rules for healthy sexual relationships:

- It is the responsibility of the person initiating sexual contact to ask for and clearly receive consent before acting.
- If someone is impaired by alcohol or another substance, that person is considered unable to make clear decisions about consent.
• If your partner expresses uncertainty or says no, it is your responsibility to STOP. Healthy sexual relationships are based on continuous communication about consent.

Written Notification to Student and Employee Victims

If a student or employee reports to be a victim of dating violence, domestic violence, sexual assault or stalking, whether the offense occurred on or off campus, to one of the university reporting units listed in the “Consider Reporting the Incident” found later in this section, they will be provided written information about their rights, options and any available resources. This will include information on the following:
• Procedures a victim can follow,
• The importance of preserving evidence,
• How to report an offense,
• Options about the involvement of law enforcement,
• Rights of victims and the university’s responsibilities for orders of protection,
• Information about how the university will protect confidentiality of victims and other necessary parties,
• Existing counseling, health, mental health, victim advocacy, legal assistance, and other services, both within the university and in the local community,
• Options for, and available assistance in changing academic, living, transportation, and working situations, and
• University disciplinary action.

What to Do If You’ve been a Victim of Sexual Violence

Dial 9-1-1 for Emergencies.

Get to a Safe Place as Soon as Possible.

Preserve Physical Evidence

It is particularly important to remember that it may be necessary to preserve evidence for use in court or in university disciplinary proceedings. Evidence may also be important in obtaining a protection order. Do not do any of the following things until you’ve gotten medical attention and/or contacted the police.

• Bathe or shower
• Use the restroom
• Change clothes
• Comb hair
• Clean up the crime scene
• Move anything the offender may have touched

Don’t try to collect evidence yourself. Get help from medical or law enforcement personnel as soon as possible—or at least within 96 hours of the assault. Additionally, keep and document incidents and communications that may indicate a pattern of stalking behavior.

Get Medical Attention

You should seek medical attention as soon as you can—even if you’re not sure if you want to report the incident. It’s the best way to protect yourself from the risk of sexually transmitted diseases and pregnancy. And even if you think you’re physically okay, you may have injuries that need treatment. It’s
also important to have a forensic exam done. This ensures that evidence gets collected in case you decide to report what happened to the police or campus authorities. Victims of sexual violence may be eligible for certain services at no cost; the IUPD can provide victims with resources concerning health care cost and reporting to your insurance company, as stated in state laws. IUPD personnel will assist a victim with transportation to a hospital, if necessary.

Victims are able to seek medical attention both on and off campus at the following locations:

- **Eskenazi Health (24-hour)**
  
  720 Eskenazi Avenue (near Ball Residence)
  
  317-880-8006

- **Center of Hope**
  
  317-880-8006 (available 24/7)
  
  317-880-9189

- **IU Health Methodist Hospital (24-hour)**
  
  1701 N Senate
  
  317-963-3394

- **Center of Hope**
  
  317-963-3394 (available 24/7)
  
  317-962-0263

- **IUPUI Student Health**
  
  *The IUPUI Student Health Center offers services for general medical needs, such as annual exams, birth control, acute illnesses and injuries in two locations.*

  - **Campus Center Student Health**
    
    Campus Center, Suite 213
    
    420 University Blvd
    
    317-274-2274

  - **Campus Health**
    
    Coleman Hall, Room 100
    
    1140 West Michigan Street
    
    317-274-8214

_Get Counseling Support_

Coping with the aftermath of sexual violence can be very difficult—but remember, you’re not alone. Every IU campus offers counseling services to help you recover. There are also resources available in your community. Make it a priority to get the help you need to process what happened to you and recover from the incident.

A list of counseling resources can be found below:

- **IUPUI Counseling & Psychological Services (CAPS)**
  
  *CAPS provides professional psychological services for IUPUI students at minimal charge.*
  
  719 Indiana Avenue, Walker Plaza 220
  
  317-274-2548
  
  [http://caps.iupui.edu](http://caps.iupui.edu)
24 Hour Crisis & Suicide Hotline
317-251-7575

Community Health Network Behavioral Care Services
http://www.ecommunity.com/behavioralcare

Employee Assistance Program
Provides professional and confidential counseling to full time employees, medical residents, and graduate appointees and their household members.
888-234-8327
http://www.indiana.edu/~uhrs/benefits/eap.html

Other Resources/Advocate Services
Other advocate services and resources available to victims of dating violence, domestic violence, sexual assault and stalking include:

Sexual Assault Education and Prevention Specialist
The IUPUI Sexual Assault Education and Prevention Specialist assists those that have been the target of relationship violence or sexual assault. The Specialist will provide resources and support independently of your decision to report or not report the crime to law enforcement or the university disciplinary process. If you decide to report the crime, the Specialist will help facilitate your connection with the appropriate campus and community offices and agencies.
317-274-2548

Sexual Assault Prevention, Intervention, and Response Team (SAPIR)
The task force coordinates sexual assault prevention and education efforts for IUPUI students, faculty and staff.
http://sapir.iupui.edu

Legal Services
The Protective Order Pro Bono Project can assist in filing protective orders, developing safety plans, obtaining legal assistance, and accessing community resources. Advocates can be contacted at:

City-County Building
200 East Washington Street, Room G-90
317-327-6999

Consider Reporting the Incident.
If you are the victim of any violence, including dating violence, domestic violence, sexual assault, or stalking, get help immediately. There are several reporting options available, including reporting to campus and local law enforcement, going through an institutional disciplinary process, and/or filing a Title IX complaint. Campus reporting options are listed below.

- Reporting directly to campus or local law enforcement (see below);
- Reporting directly to the student judicial conduct office or Dean of Students for the campus;
- Reporting directly to the Deputy Title IX Coordinator for the campus;
- Reporting directly to the University Title IX Coordinator;
Retaliation against anyone who makes a report of sexual misconduct is prohibited by University policy.

**Law Enforcement Options**

The University will provide written information to anyone reporting an incident concerning options to involve law enforcement. This includes the option to:

- Notify proper law enforcement authorities, including on-campus authorities and local police;
- Be assisted by campus authorities in notifying law enforcement authorities; and
- Decline to notify such authorities

If you choose to report the incident to the IUPD, an officer will take a statement from you regarding what happened. The officer will ask you to describe the assailant(s) and may ask questions about the scene of the crime, any witnesses, and what happened before and after the incident. If you wish, you may have a support person with you during the interview. IMPORTANT: Reporting an incident to the police is a separate step from choosing to prosecute. When you file a report, you are NOT obligated to continue with legal proceedings or university disciplinary action. YOU can CHOOSE whether or not to participate in proceedings at any point.

There are numerous reasons to report to the IUPD, including:

- Assisting the victim and helping them access necessary resources;
- Taking actions to prevent further victimization, including issuing a crime alert to warn the campus community of an impending threat to safety;
- Apprehending the assailant;
- Collection and preservation of evidence necessary for prosecution;
- Seeking justice for the wrong that has been done to the victim; and
- Having the incident recorded for purposes of reporting statistics about incidents that occurred on campus.

If a crime did not occur on University property, IUPD can still assist in contacting the appropriate law enforcement agency.

Reports of dating violence, domestic violence, sexual assault and stalking can be reported to law enforcement using the contact information noted below.

- Indiana University Police Department (IUPD) responds to incidents on campus. They can be contacted by calling 911 from a campus phone, or by calling 317-274-7911 from a non campus phone or coming to the police department, located at Ball Annex, 1232 W. Michigan Street, Indianapolis, IN 46202 in person.
- For incidents occurring off campus, contact the local law enforcement agency who has jurisdiction in the area in which the incident occurred.

**Institutional Options**

The University's institutional disciplinary procedures consist of a prompt, fair and impartial process from the initial investigation to the final result. Investigators and adjudicators, including members of any appeals boards, are trained at least annually on the issues related to domestic violence, dating violence, sexual assault, and stalking and taught how to conduct an investigation and hearing process that protects the safety of the complainant and promotes fairness and accountability. The process ensures:
• The complainant and the respondent each have the opportunity to be advised by an advisor of their choice, at their expense, at any stage of the process and to be accompanied by that advisor at any meeting or hearing. While advisors may be present, they are limited to an advisory role.
• The decision of the hearing panel will be based solely on the information presented at the hearing and will be based upon a preponderance of the evidence standard.
• The complainant and the respondent will be notified simultaneously in writing of the outcome and results of any disciplinary proceedings, as well as any changes to the results before they are final.
• The complainant and the respondent will be notified simultaneously in writing of the University's procedures for the accused or the victim to appeal the results.

Institutional Reporting Options include:

• IUPUI Office of Student Conduct, 317-274-4431
• Office of Equal Opportunity, 317-274-2306

Filing a Title IX Complaint

Under Title IX of the Education Amendments of 1972, sexual violence is considered a form of sex discrimination. You may file a Title IX sex discrimination complaint using one of the resources below:

• University Title IX Coordinator: Julie Knost, University Director, Office of Affirmative Action & Equal Opportunity – 812- 855-7559
• Kim Kirkland, Title IX Deputy Coordinator and Director of the Office of Equal Opportunity  317-274-2306

Institutional Disciplinary Procedures

Accused – Student

If an allegation of dating violence, domestic violence, sexual assault or stalking suggests a student is the accused, regardless of where the alleged offense occurred, the victim may request that disciplinary action be initiated within the university.

Appendix B contains the procedures that apply when handling cases that involve dating violence, domestic violence, sexual assault and stalking.

Accused – Employee

If an allegation of dating violence, domestic violence, sexual assault or stalking suggests that an employee or visitor is the accused, regardless of where the alleged offense occurred, the victim may request that disciplinary action be initiated within the university.

Appendix C contains the procedures that apply when handling cases that involve dating violence, domestic violence, sexual assault and stalking.

Sanctions

The university may impose sanctions on the respondent following a final determination of responsibility during university disciplinary procedures. For students, these sanctions can include formal warnings, disciplinary probation, suspension, and up to permanent expulsion. For employees, sanctions may include corrective action, up to and including termination of employment. Dating violence, domestic violence, sexual assault and stalking may be found to be criminal acts, which may also subject the perpetrator to criminal or civil penalties under federal and state laws.

Protective Measures
Students and employees who report being a victim of sexual violence, including dating violence, domestic violence, sexual assault or stalking, may have options for changing academic, living, transportation, and working situations. If reasonably available, the University will make requested accommodations, regardless of whether the victim chooses to report the crime to university police or local law enforcement. The University will maintain as confidential any accommodations or protective measures provided, to the extent maintaining such confidentiality would not impair the ability of the institution to provide accommodations or protective measures.

Confidentiality and Privacy

The University will work with you to protect your privacy by sharing information with only those who need to know. As such, in all cases, the University will share the parties’ information and details of the allegation only with University officials, law enforcement personnel, and other individuals who have a legitimate administrative or legal reason to be so informed.

Only those University employees who are licensed, professional counselors (e.g. mental health counselors) or pastoral counselors working in that capacity are able to maintain your complete confidentiality and are not required to convey any information regarding your situation without your consent. Most other University employees are required to report names and details of any incident of sexual violence that has been brought to their attention to the Title IX Coordinator or designated Deputy Coordinators on their campus for further investigation. Certain specifically identified non-professional student advocates and health center staff do not have to share identifying information unless you provide your consent. However, they are obligated to provide non-identifying information regarding the nature, date, time, and general location of the incident for purposes of compiling aggregate annual crime statistics and assessing the need to alert the university community of potential dangers. You should discuss your desires regarding the sharing of information with any University employee with whom you speak, to ensure you understand their reporting obligations and what information they may be required to share.

Please note that under Indiana law, any person who has a reason to believe a person under the age of 18 is a victim of abuse or neglect, including relationship violence or assault, must make a report to the University Director of Public Safety. This information will be shared with the Indiana Department of Child Protective Services.

Protection Orders

IU will recognize all valid orders of protection, no contact orders, restraining orders, or similar lawful orders. If you have a valid order, please inform the IUPD to place the order on file. If you need to file a Petition for an Order of Protection, you can do so at the Marion County Superior Criminal Court 21. To learn more about protection orders or to get assistance with filing, contact the Indiana Coalition Against Domestic Violence (ICADV) hotline at 1.800.332.7385.

Marion County Superior Criminal Court 21
Basement, Center Tower, Room G-108,
200 East Washington Street,
Indianapolis, IN 46204, 317-327-2490

Student victims may also request changes in university classroom, academic, and/or living arrangements; these requests will be granted when such changes are reasonably available.

The University may also impose a No Contact Order during and following disciplinary proceedings for sexual violence.

XIV. Obtaining Registered Sex Offender Information

Effective January 1, 2003, Zachary's Law requires sheriff's departments to jointly establish and maintain the Indiana Sheriffs’ Sex Offender Registry to provide detailed information about individuals
who register as sex or violent offenders. The purpose of the registry is to inform the general public about the identity, location, and appearance of sex and violent offenders who live, work, or study in Indiana. Under the federal Campus Sex Crimes Prevention Act, any sex offender who is already required to register in any U.S. state must provide notice to any institution of higher education in the state(s) in which that person is employed, carries on a vocation, and/or is a student.

- The Indiana Sex and Violent Offender Registry can be accessed via: [http://www.icrimewatch.net/indiana.php](http://www.icrimewatch.net/indiana.php)
- The National Sex Offender Registry links public state, territorial, and tribal sex offender registries together and can be accessed via: [http://www.nsopr.gov/](http://www.nsopr.gov/)

**XV. Preparation of Disclosure of Crime Statistics**

The IUPD prepares a disclosure of crime statistics and publishes it as part of this Annual Security Report by October 1 each year, adding new statistics for the previous year. Three years worth of statistics are included for certain types of crimes, as defined in the Clery Act, that were reported to have occurred: on campus; in certain noncampus buildings or property owned or controlled by the university; or on public property on or immediately adjacent to the campus. Reported crimes that occur in IU owned or controlled housing that are occupied by students, or in IU owned or controlled student apartments, are reported as occurring in on-campus residential units, a subset of the reported crimes already included in the on-campus category. Reports of crimes and attempted crimes are listed according to the calendar year in which the crime was reported, as required by the Clery Act, as are arrests and referrals for illegal alcohol, drug, and weapons violations.

Statistics are based on IUPD records and those gathered annually by written request from cooperating law enforcement agencies and campus security authorities, including, but not limited to:

- Indianapolis Airport Police Department,
- Beech Grove Police Department,
- Indiana State Capitol Police Department,
- Carmel Police Department,
- Greenwood Police Department,
- Indianapolis Metropolitan Police Department,
- Veterans Affairs Police Department

Although the following sources are not required by law to provide statistics for this report, statistical information, which contains no personal identifying information, is also requested from:

- Counseling and Psychological Services (CAPS): Walker Plaza, Suite 220, 719 Indiana Ave. 317-274-2548

Each year, enrolled students, faculty, and staff are notified via email when the new Annual Security Report is available, which is generally on or before October 1. Prospective students and prospective employees are notified of the report during application processes.

Statistics are reported using the Uniform Crime Reporting (UCR) and other definitions determined in the Clery Act. These definitions are listed in Appendix A.
## Disclosure of Annual Crime Statistics – IUPUI Campus

### I. Primary Crimes

<table>
<thead>
<tr>
<th>Offense</th>
<th>On-Campus</th>
<th>On-Campus Residence (subset of statistics included in on-campus)</th>
<th>Noncampus</th>
<th>Public Property</th>
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<tbody>
<tr>
<td>Murder/Non-negligent Manslaughter</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Negligent Manslaughter</td>
<td>0</td>
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<tr>
<td>Sex Offenses, Forcible (Rape, Sodomy, Sexual Assault with an object, Fondling)</td>
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<td>1</td>
<td>2</td>
<td>3</td>
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<tr>
<td>Sex Offenses, Non Forcible - Incest</td>
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<td>0</td>
<td>0</td>
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<tr>
<td>Sex Offenses, Non Forcible - Statutory Rape</td>
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<td>Robbery</td>
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<tr>
<td>Aggravated Assault</td>
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<td>Burglary</td>
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</tr>
</tbody>
</table>

^*Changing from 2 to 1 – investigation revealed the report was unfounded.

^1Crimes reported in these categories may also be included in another category in this table.

n/a – Under the Violence Against Women Act, these are new crime categories required for Clery Act reporting starting with the 2013 calendar year.

#On 10/3/14 this was changed. It was determined that one incident did not qualify to be reported under the Clery Act.
II. Hate Crimes

2013:
- 1 On Campus Simple Assault characterized by race bias.
- 1 On Campus Intimidation characterized by national origin bias.
- 1 On Campus Vandalism characterized by race bias.

2012:
- 1 On Campus Destruction/Damage/Vandalism of Property characterized by religion bias.

2011:
- 1 On Campus/On Campus Residence Intimidation characterized by race bias.

Annual Fire Safety Report (IUPUI on-campus housing)

In compliance with the fire-related requirements of the Higher Education Opportunity Act, the IU Office of Insurance, Loss Control & Claims (INLOCC) provides an Annual Fire Safety Report for each IU campus that has on-campus student housing including information on policies, procedures and programs concerning fire safety. The Annual Fire Safety Report is located at the following link. You may also request a paper copy by contacting INLOCC via phone at 812-855-9758.

Disclosure of Annual Crime Statistics – IUSM-Evansville

IUSM-Evansville students have full University of Southern Indiana campus privileges; therefore statistics in this table are based on the entire on-campus, on-campus residence and public property reported by the University of Southern Indiana. Noncampus locations are based only on locations used by the IUSM-Evansville student. IUSM-Evansville has no noncampus property.

I. Primary Crimes

<table>
<thead>
<tr>
<th>Offense</th>
<th>On-Campus</th>
<th>On-Campus Residence (subset of statistics included in on-campus)</th>
<th>Noncampus</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murder/Non-negligent Manslaughter</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Negligent Manslaughter</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Sex Offenses, Forcible</td>
<td>0 6 2</td>
<td>0 5 2</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Sex Offenses, Nonforcible</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Robbery</td>
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<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>0 0 3</td>
<td>0 0 2</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Burglary</td>
<td>2 2 3</td>
<td>2 2 2</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
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<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Arson</td>
<td>1 3 2</td>
<td>1 3 2</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Arrest – Liquor law violation</td>
<td>61 29 52</td>
<td>57 27 49</td>
<td>0 0 0</td>
<td>0 0 2</td>
</tr>
<tr>
<td>Arrest – drug law violation</td>
<td>13 17 18</td>
<td>13 13 17</td>
<td>0 0 0</td>
<td>0 2 1</td>
</tr>
<tr>
<td>Arrest – illegal weapons possession</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
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<tr>
<td>Disciplinary Referral – Liquor law violation</td>
<td>122 178 310</td>
<td>119 177 306</td>
<td>0 0 0</td>
<td>0 0 0</td>
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<tr>
<td>Disciplinary Referral – Drug law violation</td>
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<td>50 49 29</td>
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</tr>
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<td>0 0 0</td>
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</tr>
<tr>
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<td>0 n/a n/a</td>
<td>0 n/a n/a</td>
<td>0 n/a n/a</td>
</tr>
<tr>
<td>Dating Violence</td>
<td>2 n/a n/a</td>
<td>1 n/a n/a</td>
<td>0 n/a n/a</td>
<td>0 n/a n/a</td>
</tr>
<tr>
<td>Stalking</td>
<td>2 n/a n/a</td>
<td>1 n/a n/a</td>
<td>0 n/a n/a</td>
<td>0 n/a n/a</td>
</tr>
</tbody>
</table>

1Crimes reported in these categories may also be included in another category in this table.

n/a – Under the Violence Against Women Act, these are new crime categories required for Clery Act reporting starting with the 2013 calendar year.
II. Hate Crimes

2013:

• No hate crimes were reported.

2012:

• One on-campus crime of intimidation with a bias of race.

2011:

• One on-campus crime of intimidation with a bias of sexual orientation.

Appendix A - Crime Definitions

Definitions obtained from the FBI Uniform Crime Reporting Handbook and 34 CFR 668 Appendix A.

• Murder/Non-negligent Manslaughter: the willful (non-negligent) killing of one human being by another.

• Negligent Manslaughter: the killing of another person through gross negligence.

• Sex-Offenses – Forcible: any sexual act directed against another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent. Including: forcible rape, forcible sodomy, sexual assault with an object, forcible fondling.

• Sex Offenses – Non-forcible: unlawful, non-forcible sexual intercourse. Including: incest and statutory rape.

• Robbery: taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

• Aggravated Assault: an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

• Burglary: the unlawful entry of a structure to commit a felony or a theft.

• Motor Vehicle Theft: the theft or attempted theft of a motor vehicle.

• Arson: any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

• Domestic Violence: includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

• Dating Violence: violence committed by a person— (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) The length of the relationship. (ii) The type of relationship. (iii) The frequency of interaction between the persons involved in the relationship.

• Stalking: engaging in a course of conduct directed at a specific person that would cause a reasonable person to— (A) fear for his or her safety or the safety of others; or (B) suffer substantial emotional distress.
- **Hate Crimes**: a criminal offense committed against a person or property which is motivated, in whole or in part, by the offender’s bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation, gender identity, ethnicity, and national origin. This includes all of the crimes listed above, plus larceny/theft, simple assault, intimidation and destruction/damage/vandalism of property.
  - **Larceny-Theft**: the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.
  - **Simple Assault**: an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
  - **Intimidation**: to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
  - **Destruction/Damage/Vandalism of Property**: to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

- **Arrest**: a person processed by arrest, citation or summons.

  - **Referred for Disciplinary Action**: the referral of any person to any campus official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.
  - **Weapons**: Carrying, Possessing, etc.: the violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.
  - **Drug Abuse Violations**: the violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.
  - **Liquor Law Violations**: the violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

**Appendix B – Student Conduct Procedures**

The University strongly encourages individuals to report any acts of domestic violence, dating violence, stalking, sexual harassment and/or sexual violence (collectively referred to as “Sexual Misconduct”) to appropriate officials because it is the only way that action can be taken against an alleged violator of the Code of Student Rights, Responsibilities, and Conduct (“Student Code”), via the student discipline process. Students who experience Sexual Misconduct may also pursue criminal charges with the law enforcement agency with the appropriate jurisdiction in addition to, or instead of, pursuing cases through the University process. Individuals who identify as victims/survivors and are members of the Indiana University community are also encouraged to visit the Student Welfare Initiative website at http://stopsexualviolence.iu.edu for more information on resources and services available on their campus.
1) **Investigation:** When a victim/survivor (hereafter referred to as "complainant") reports an incident of domestic violence, dating violence, stalking, sexual harassment and/or sexual violence, her/his desires regarding the university's pursuit of the matter will be determined. Thereafter, the University will take immediate and appropriate steps to investigate the incident. If the complainant requests confidentiality or asks that the complaint not be pursued, the University will take all reasonable steps to investigate and respond to the complaint consistent with those requests, keeping in mind that the University must weigh such requests against its obligation to provide a safe, non-discriminatory environment for all students, including the complainant.

   a) If the decision is made to proceed, the student allegedly involved in misconduct (hereafter referred to as "respondent") will be:

      i) Notified that the University’s student discipline process has been initiated.
      ii) Provided a date by which an appointment must be made to discuss the matter.

   b) Any person believed to have information relevant to an investigation may also be contacted and requested to make an appointment to discuss the matter.

   c) Failure to comply with a request to make and/or keep an appointment relevant to an investigation may result in a disciplinary hold being placed on a student's account and/or the initiation of charges for student conduct failure to comply.

   d) In the case of an employee believed to have information relevant to an investigation, failure to comply with a request to make and/or keep an appointment, or to otherwise cooperate in the University's investigation, shall be brought to the attention of their supervisor and HR, and may possibly result in sanctions against the employee if noncooperation is determined.

   e) Upon completion of the investigation, the University will provide notice of all relevant charges and conduct a judicial conference.

   The investigation and subsequent judicial conference will be concluded within 60 days, absent extraordinary circumstances.

2) **Judicial Conference:** The respondent is required to attend the judicial conference. The complainant has an equal right to attend the judicial conference and participate to the same extent as the respondent, if he or she chooses. If either respondent or complainant is unavailable to participate in person based on significant travel or schedule restrictions, participation by other means may be made available.

   a) **Judicial Conference Hearing Panel**

      i) A hearing panel will be assembled for the judicial conference. The hearing panel is composed of three administrative staff members, who have completed the required training.
      ii) The judicial conference is closed. However, the complainant and respondent may each select one advisor of his/her choice and expense to accompany him/her at any point in the disciplinary process. Advisors are limited to an advisory role and may not speak for students. More information on members of the University community who may be available to serve as an advisor in the student discipline process can be found on the Student Welfare Initiative webpage at http://stopsexualviolence.iu.edu.
      iii) Both parties will be afforded similar and timely access to view any information that will be used at the hearing.

   b) **Procedures for a Judicial Conference**
i) The complainant and respondent will be informed of the facts alleged. The respondent may, but need not, respond to allegations.

ii) Both the complainant and the respondent will have equal opportunity to present oral and/or written evidence.

iii) The judicial conference is recorded. Deliberations by the panel, following the conference, are not recorded.

iv) If, after deliberations the hearing panel determines that the information available in the judicial conference does not support by a preponderance of the evidence (more likely than not) that a violation of the Student Code has occurred, the hearing panel will dismiss the charges and notify both the respondent and the complainant by means of a written notice. The complainant and/or respondent may request an appeal (see section 3a).

v) If, after deliberations, the hearing panel determines that the information available in the judicial conference does support by a preponderance of the evidence (more likely than not) that a violation of the Student Code has occurred, the hearing panel will notify both the respondent and the complainant and will assign a sanction by means of a written notice. The respondent and/or the complainant may request an appeal (see section 3a).

vi) If the respondent fails to appear at the judicial conference, s/he may explain the failure to appear in writing to the University within two business days of the scheduled conference. Written documentation supporting the cause of absence must be included. Within three business days after receiving the respondent’s letter, the University will notify the respondent and the complainant whether the judicial conference may be rescheduled. The judicial conference will be rescheduled only under extraordinary circumstances.

vii) If the respondent fails to appear and such failure is not excused, the respondent’s right to an appeal will be automatically forfeited, and the outcome reached in absentia will go into effect, unless the sanction imposed is or includes expulsion from university housing, suspension from the university, or expulsion from the university.

viii) Possible sanctions for cases in which students are found in violation of the Student Code for acts of domestic violence, dating violence, stalking, sexual harassment and/or sexual violence include, but are not limited to formal warnings, disciplinary probation, suspension, and permanent expulsion.

3) Appeal: The respondent or the complainant may appeal the decision of the hearing panel to the Senior Student Affairs Administrator on the respective campus, or his/her designee. To initiate an appeal, respondent/complainant must send written notice of appeal to the University. The written notice must include the basis for appeal (See Section 3b.).

a) Timing: The notice of appeal must be filed no later than five calendar days after the date of the written decision of the Hearing Panel is sent. If no written request for an appeal is received by the University within the time specified, the request for an appeal will not be reviewed, any sanction(s) proposed by the hearing panel will be imposed, and the action will be final.

b) Basis for Appeal: The Senior Student Affairs Administrator will have the sole discretion in determining whether the basis for appeal has been met and the appeal can move forward. An appeal must be based on one of the following criteria:

i) Significant procedural error that reasonably would have affected the outcome of the student’s case.

ii) The sanction imposed is grossly disproportionate to the violation(s) committed, in light of all relevant aggravating and mitigating factors, and in consideration of applicable university guidelines.
c) Decision and Sanction: If the basis for appeal has been met, the Senior Student Affairs Administrator will review the written appeal and the pertinent part of the judicial conference record only. The Senior Student Affairs Administrator will not consider new evidence or information that is not a part of that record. The Senior Student Affairs Administrator must render a decision within 10 calendar days of receipt of the appeal and may take any of the following actions:

i) Affirm the original decision regarding responsibility.

ii) Affirm the original decision concerning the disciplinary sanction/s to be imposed.

iii) Set aside the original decision regarding responsibility and impose a new decision.

iv) Set aside the original decision regarding responsibility and order that a new judicial conference be held before a new hearing panel.

v) Set aside the original decision concerning the disciplinary sanction/s to be imposed and impose a different sanction or set of sanctions.

d) The Senior Student Affairs Administrator or his/her designee is required to notify the respondent and the complainant, in writing, of his/her decision and will initiate the necessary procedures to effectuate the decision.

e) The decision of the Senior Student Affairs Administrator or his/her designee is final and there will be no further appeals.

4) Notice: To the extent possible, the complainant and the respondent will be provided notice of the outcome of the Judicial Conference, in person, with an accompanying written notice provided. In addition, the parties shall be provided, to the extent possible, simultaneous written notice of the outcome of the disciplinary hearing, the appeals process, and the appeal decision, if applicable. In the event the appeal decision changes the results of the outcome of the disciplinary hearing, notice of such change shall be provided before those results are final, and include an explanation of when those results will become final.

In exceptional cases and upon consultation with the Vice President and General Counsel, the University reserves the right to take prompt action without conduct proceedings.

**Appendix C – Employee Conduct Procedures**

**Note:** University-wide procedures for responding to incidents of sexual misconduct by employees will be developed soon. In the meantime, existing employee misconduct and grievance procedures on IU campuses may be followed, but must include the following components to ensure that all considerations required by state and federal law are given to the complainant and respondent in sexual misconduct cases:

- The University Title IX Coordinator and/or the Deputy Title IX Coordinator(s) for the respective campus, or their designee, will serve as the Investigator.
- The University will use a "preponderance of the evidence" standard (more likely than not) when determining responsibility.
- The investigation should be completed within 60 days, absent any extraordinary circumstances.
- In appropriate cases, the University may offer informal resolution, such as mediation, with the consent of the complainant, however, the complainant must be notified of the right to end the informal process at any time and begin the formal stage of the complaint process. Informal resolution may not be used in cases involving any sexual violence.
- Evidence regarding a party's past sexual behavior or activity will generally be prohibited, except in connection to evidence of past sexual activity between the parties to demonstrate consent or
where the exclusion of such information would adversely affect the integrity or fairness of the judicial conference.

- If the final decision indicates, by a preponderance of the evidence, that the employee is responsible for violating this or any applicable University policy, prompt and equitable corrective measures will be implemented to stop any continuing misconduct, remedy the effects of the misconduct, and prevent its reoccurrence.
- Possible sanctions include, but are not limited to, additional required training, suspension without pay, and termination.
- The University may also take corrective action where no sexual misconduct is found, but the respondent employee is found to have otherwise engaged in inappropriate behavior in the workplace or while engaged in a University activity or program.
- To the extent possible, the reporting party and the responding party will be notified simultaneously of the outcome of the investigation.
- Throughout the process, both the complainant and the respondent must have equal opportunities to present information, have advisors present if applicable, and pursue an appeal, if applicable.
- Appeal procedures may include the review of appropriateness of sanctions, but shall not revisit findings of fact as determined in the investigation. Any University official reviewing an appeal must be trained appropriately.

In cases in which a student is the reporting person and the employee is the responding persons, the University will provide to the student the types of procedural, academic and residential adjustments, and support protections and opportunities described in this policy, to the extent practicable.

Annual Security Report and Annual Fire Safety Report – University of Southern Indiana
2014 Annual Security and Fire Safety Report
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To the University Community……….

On behalf of the dedicated men and women of the Public Safety Department, it is my pleasure to welcome you to the University of Southern Indiana. The Public Safety Department is dedicated to maintaining a safe atmosphere for all faculty, staff, students and visitors on campus. Safety on campus is one of our highest concerns. A truly safe campus can only be achieved with the cooperation of everyone involved. It is our hope that the information provided here will give you valuable insight into our office and its operations and services provided, as well as our role within the academic environment at the university.

For more information regarding campus safety or to request a paper copy of the report, contact Public Safety at 812-464-1845, e-mail the Clery Coordinator, or write to the Public Safety Department at 8600 University BLVD, Evansville, IN, 47712.

PREPARATION OF THE ANNUAL REPORT

USI Public Safety publishes this report to inform the campus community of security policies, initiatives to prevent and respond to crime and emergencies and what is actually happening on campus. This report complies with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Disclosure Act. This report uses information reported to Public Safety, Student Affairs, Student Conduct, Housing and Residence Life, Dean of Students Office, Campus Security Authorities and information from local law enforcement that service the University area.

This report contains information from the previous three years concerning reported crimes that occurred on campus, in certain off campus buildings or property owned, leased or controlled by the University of Southern Indiana. This report also contains institutional policies concerning campus security and policies concerning sexual misconduct and alcohol and other drugs.

By October 1 of each year, the University distributes the availability of the Annual Security and Fire Safety Report to the entire University community. Anyone including prospective employees and students may obtain a copy of the report by contacting USI Public Safety during regular business hours at 812-464-1845 or by visiting http://www.usi.edu/security.
USI Public Safety officers are empowered by the State of Indiana to enforce University Policy, the Student Code of Conduct and traffic laws on USI campus property, but are not authorized to make arrests, and do not carry weapons. The Public Safety Department is a 24/7 operation and is comprised of a Dispatch Center, Security Department and Parking Department. Public Safety offers many services to the University community by striving to provide a positive customer service attitude. Services provided by Public Safety include providing campus directions, general campus information, vehicle jump starts, safety escort service, tire air-ups, vehicle unlocks emergency medical care, and parking assistance. Most Campus officers are qualified as Emergency Medical Technicians. Campus officers perform periodic inspections of campus lighting, shrubbery, buildings, and other potential safety or security concerns so they can be directed to the appropriate university department and corrected. The Public Safety Department telephone numbers are 812-464-1845 for general business or administrative information and for emergencies call campus ext. 7777 or 812-492-7777.

The Public Safety Department employs Campus Protection Officers who are responsible for patrolling all University property including miles of off road bicycle and walking trails. To maximize their patrol effectiveness, Public Safety utilizes automobiles, four wheel drive vehicles, motorized carts, bicycles, foot patrol, and off road vehicles. Other responsibilities include asset protection and the documentation of all criminal law, code conduct and University policy violations. The OPS also investigates all traffic accidents, property damage and injuries that occur on USI property.

The Parking Department monitors and enforces all traffic regulations on campus. The Parking Department liaisons with many other University entities to manage the many special events that occur on campus and to ensure there is adequate and safe parking for individuals that attend these events. All parking regulations may be viewed online at http://www.usi.edu/parking/. The Parking Department telephone number is 812-465-1091 for routine business.
The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, more commonly known as the Clery Act, require colleges and universities to:

- Publish an annual report every year by October 1 that contains three years of selected campus crime and fire safety statistics and certain campus security policy statements;

- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms.

- The statistics must be gathered from campus police or security, local law enforcement, and other University officials designated as “Campus Security Authorities”, who have “significant responsibility for student and campus activities”;

- Provide “timely warning” notices of those crimes that have occurred and pose an ongoing “threat to the campus community”

- Implement emergency notification procedures if there is an immediate threat to the health or safety of students or employees on campus;

- Maintaining a public crime and fire log

- Upholding basic rights to victims of sexual assault

- Making accurate crime statistics available to the U.S. Department of Education, which centrally collects and disseminates campus crime statistics at the national level

USI Public Safety maintains a highly professional working relationship with the Vanderburgh County Sheriff’s Office, Evansville City Police, Indiana State Police, Indiana State Excise Police and the numerous federal law enforcement agencies. All crime victims and witnesses are strongly encouraged and provided assistance to immediately report any crime to the Public Safety Department and the appropriate law enforcement agency. This assistance will include incidents where the victim or reporter of a crime elects to or is unable (physically/mentally) to make such a report. Prompt reporting will assure prompt and efficient responses and the ability to warn the campus community of any threats in a timely manner.

Annually, Public Safety requests from law enforcement agencies with jurisdiction, a summary of all crimes occurring on campus, contiguous to the campus and or at locations under the control of the university. Public Safety communicates frequently with local law enforcement and exchanges information as needed and on a timely basis. Public Safety also trains with and will assist other law enforcement agencies as requested.

USI Public Safety also monitors through public records and with the assistance of local law enforcement any criminal activity by students at non-campus locations of student organizations officially recognized by the institution, including student organizations with non-campus housing facilities. If the department learns of criminal activity involving students or student organizations, it
will coordinate with the appropriate external law enforcement agency to forward information about the situation to the Dean of Students Office.

**REPORTING CRIMES AND OTHER EMERGENCIES**

USI provides numerous ways to report crimes, serious incidents and other emergencies to appropriate University Officials. Regardless of how or where you report these incidents, it is critical for the safety of the entire University community that you report in a timely manner so if needed, proper follow-up action is initiated.

**REPORTING TO PUBLIC SAFETY**

We encourage all members of the University community to report all crimes and other emergencies to Public Safety in a timely manner. Public Safety has a 24/7 dispatch center that may be reached by phone at 812-492-7777 or 812-464-1856 or in person at the Public Safety building. Notifying Public Safety of all crimes is essential, regardless of whether they investigate further in order to assess any and all security concerns and inform the community if there is a significant threat to the University community.

**EMERGENCY TELEPHONES**

Throughout the campus and housing areas, the University has installed approximately 46 outdoor emergency telephones, 25 indoor emergency telephones and 29 elevator emergency telephones. The convenient location of the emergency phones allows someone to report an emergency or incident if other communication methods are not available. By pressing the button on these emergency phones, users are immediately connected to the Public Safety Dispatch Center.

**ANONYMOUS REPORTING**

**SILENT WITNESS FORM:** If you have witnessed or have information regarding a crime or incident that has occurred on campus, you may anonymously submit the information to the Public Safety using the Silent Witness Form. To access the Silent Witness form, visit: http://www.usi.edu/security/silent-witness-report-form. The information is submitted in email form and will be kept strictly confidential. The silent witness form is to be...
used for: Crimes or incidents occurring on USI campus property or crimes or incidents occurring off campus that involve University of Southern Indiana students, faculty, or staff. It is important to note that a silent witness will not result in an immediate emergency response from Public Safety. If you require immediate assistance, call campus ext. 7777 or 812-492-7777. All other off-campus crimes should be reported to the appropriate law enforcement agency by dialing 911.

**TIP LINE:** The University of Southern Indiana’s Public Safety Department has established a telephone TIP line which allows callers, wishing to remain anonymous, to leave information via a voice mailbox as to any criminal activity or University Code violations. The TIP line is a means for the campus community to assist in establishing a safe campus environment. This telephone number may be called 24 hours a day to provide information. Persons wanting to report such activity should call the Tip Line at 812-228-5029 or campus extension “5029”.

**VOLUNTARY-CONFIDENTIAL REPORTING:** A victim of a crime, who does not want to pursue action within the criminal justice system or through the University of Southern Indiana, may still consider making a confidential report. The purpose of a confidential report is to comply with a victim’s wish to keep the matter confidential, while taking steps to ensure the future safety of those involved and others. With such information, the university can keep accurate records of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed to the Department of Education in the annual crimes statistics for the institution.

Voluntary confidential reports may be filed using the Silent Witness Program, CARE Team Reporting Form, or the anonymous Tip Line at 812-228-5029 or campus extension “5029”.

**REPORTING TO OTHER CAMPUS SECURITY AUTHORITIES:** While the University encourages all campus community members to promptly report all crimes and other emergencies directly to Public Safety at 812-492-7777 or 812-464-1845, it is recognized that sometimes people will report crimes to other trusted campus officials or offices.

The Clery Act recognizes certain University officials and offices as “Campus Security Authorities” (CSA). The Clery Act describes these individuals as “officials of the institution with significant responsibility for student and campus activities”, including but not limited to student housing, student discipline, and campus judicial proceedings. An official is defined as any person who has the authority and duty to take action on behalf of the institution.” All personnel designated as a Campus Security Authority receives annual training regarding their responsibilities. While the University has identified several hundred CSAs at USI, we designate the following offices as places where campus community members should report crimes: (See Table Below)
The University of Southern Indiana may send out two types of alerts that satisfy Clery Act requirements to keep the campus informed about safety and security threats: "emergency notifications," and "timely warnings."

**EMERGENCY NOTIFICATIONS:**
"Emergency notifications" are used to immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate or present threat to the health or safety of the campus community.

**TIMELY WARNING REPORTS-CRIME ALERTS:** USI Public Safety shall issue Timely Warnings or Crime Alert Reports to the campus community to provide timely notice of a serious crime or ongoing threat that may enable the community to take steps to protect themselves from similar incidents.

The University will issue Timely Warning or Crime Alerts whenever the following criteria are met: (1) a crime is committed; (2) the perpetrator has not been apprehended; and (3) there is a substantial risk to the physical safety of other members of the campus community because of this crime. Such crimes include, but are not limited to: (1) Clery Act crimes that are reported to any campus security authority or local law enforcement; or (2) the University determines that the incident represents an ongoing threat to the campus community.

Additionally, Public Safety may issue a Timely Warning or Crime Alert if there is a pattern of crimes against persons or property. For incidents involving off-campus crimes, the University may issue a Timely Warning or Crime Alert if the crime occurred in a location used and frequented by University population. The director of USI Public Safety or his designee reviews all reports to determine if there is an ongoing threat to the campus community, and if the distribution of a Timely Warning or Crime Alert is warranted.

**“Timely Warnings” or “Emergency Notifications”** may be communicated through the following methods:

**USI RAVE ALERT SYSTEM:** The USI RAVEAlert system will provide emergency and timely warnings—via email, text message, and voice message—about emergencies, severe weather, and other incidents impacting the University community. Everyone with a USI email address is automatically enrolled in the RAVEAlert program. Log on to your MyUSI account to add your cell telephone number or other numbers would like to receive notifications. You may also opt out of notification options provided.
USI WEBSITE: “Timely Warnings” or “Emergency Notifications” may also be posted to the USI website that then may be distributed by other social media networks.

USI SOCIAL MEDIA: “Timely Warnings” or “Emergency Notifications” may also be posted to University social media sites such as Facebook or Twitter to be immediately received by individuals who follow or subscribe to those accounts.

OTHER: Flyer alerts may be posted in the lobbies of academic buildings, residence halls, and apartment housing areas. Certain alerts may be emailed (MyUSI) to specific groups based upon the nature of the alert. USI Public Safety may also utilize the USI media (Shield, radio, television), USI message boards (Blackboard system), the fire enunciator system, USI telephone services, personal messengers and the local media network to assist in distributing information.

In cooperation with other University departments, USI Public Safety conducts an annual test of all emergency notification systems. These tests may be announced or unannounced.

**EMERGENCY RESPONSE AND EVACUATION**

EMERGENCY PREPAREDNESS AND RESPONSE: USI Public Safety coordinates with the University’s Office of Risk Management and Safety to develop and implement emergency plans, including disaster response, fire safety and evacuation plans. An emergency is an event, expected or unexpected, that poses an immediate threat to the health and safety of students, faculty and staff.

Confirmation of an emergency is determined when an incident commander (public safety officer, fire official or local law enforcement agencies) have assessed the situation to confirm that there is an emergency.

The University of Southern Indiana Emergency Operations Plan (EOP) is designed to provide the University of Southern Indiana with a management tool to facilitate a timely, effective, efficient and coordinated emergency response. The EOP establishes a Campus Incident Management Team that utilizes the National Incident Management System-Incident Command System (NIMS ICS) for managing a response to emergencies and disaster events and is intended to be fully NIMS compliant.

The University conducts emergency response exercises annually, such as table top exercises, fire drills and tests of the emergency notification systems on campus. These tests are designed to assess and evaluate current emergency plans and capabilities of the University. USI Public Safety officers and supervisors have received training in NIMS, the Incident command system and proper response to critical incidents. When a serious incident occurs that causes an immediate threat to the campus, the first responders on the scene are usually University Public Safety Officers. Depending on the nature of the incident, other University departments and other local or federal agencies could also be involved in responding to the incident.
SECURITY OF AND ACCESS TO UNIVERSITY FACILITIES

UNIVERSITY BUILDINGS: All University buildings and grounds are categorized as three types: dedicated, semi-public and public. Public space, open for public use and pleasure, includes sidewalks, campus drives, and building lobbies and corridors during normal operating hours. Dedicated and semi-public areas are available only for University programs and events scheduled through the University. Off-campus sites hours may vary. Other semi-public facilities’ hours are posted each semester. Security is charged with keeping all areas secure and safe, guarding the campus and student housing. Unauthorized persons may be asked to leave campus and student housing.

CARD ACCESS: A University ID card system has been implemented which allows students, faculty, and staff an automated, authorized access to secured University locations during non-normal hours. The card may be programmed to allow access for specific times and dates. Authorized persons experiencing problems with the system should contact the Office of Public Safety at 812-464-1845.

UNIVERSITY RESPONSE TO SEXUAL AND GENDER VIOLENCE

PERSONAL SAFETY: One of the more serious crimes that too often are unreported is sexual assault. Often, sexual assault is very difficult for victims to report for a number of very complex reasons. We provide the following information to assist those who may have been victims of sexual assault or who have a friend who has been sexually assaulted.

There are many guidelines to help you be more alert and aware of a situation to prevent such serious crimes, including:

- Know your surroundings
- Be alert
- Call for help
- Report any suspicious activity/persons immediately
- Learn more about By-Stander intervention programs

DEFINING RAPE AND SEXUAL MISCONDUCT OFFENSES: The University of Southern Indiana abides by the State of Indiana’s definitions of sexual assault as described in Indiana Code 35-42-4 Sex Crimes. The University of Southern Indiana and the Public Safety Department strongly encourage the reporting of any sexual offense such as non-consensual sexual intercourse, sexual assault, stalking or any other form of sexual misconduct.

These acts include, but are not limited to, the following:

- Rape/sexual assault
- Acts on a person who is not conscious or able to give consent
- Indecent exposure
- Direct or indirect threats linked to sexual propositions or activity
- Coerced sexual activity
- Sexual battery, (the unwanted touching of an intimate part of another person, such as a sex organ, buttocks, or breasts)
- Stalking, harassment or intimidation
- Dating or Domestic Violence
DEFINITIONS:
**HARASSMENT (GENERAL):**
Harassment is any conduct based on the victim’s actual or perceived identification with a particular protected class or classes that creates an intimidating, offensive, or hostile working or learning environment that interferes with the victim’s work or education, or that adversely affects their living conditions. Such harassment can be physical, verbal, or visual, and can be committed by employers, coworkers, faculty, and students. Statements and/or conduct legitimately and reasonably related to the University’s mission of education will generally not constitute harassment under this policy.

**STALKING AND ASSAULT:** For the purposes of this policy, stalking and assault are considered to be distinct forms of harassment.

Stalking is generally defined as a course of conduct directed at a specific person or persons that would cause a reasonable person to feel fear for their safety; fear for the safety of others, or suffer substantial emotional distress.

**COURSE OF CONDUCT (STALKING):** means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.

**Substantial emotional distress** means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

**Reasonable person** means a reasonable person under similar circumstances and with similar identities to the victim.

Such behaviors and activities may include, but are not limited to:

a) Initiating non-consensual communication such as face-to-face communication, telephone calls, voice messages, e-mails, texts, letters, notes, gifts or any other communications that are undesired and place another person in fear

b) Using online, electronic or digital technologies to make unauthorized postings of pictures, messages, and/or information about the victim on social networking sites or other internet sites such as bulletin boards, chat rooms, etc.

c) Pursuing, following, waiting, or showing up uninvited at or near a residence, workplace, classroom, or other places frequented by the victim

d) Conducting surveillance or other types of observation, including staring or “peeping”, or using Global Positioning Systems (GPS) to monitor a victim

e) Making verbal or physical threats

Assault is generally defined as any intentional act involving physical contact or the threat of
such contact that places another person in fear of imminent bodily harm, or actually causes physical injury to another person and/or harm to their property. Examples may include but are not limited to:

a) Engaging in choking, pushing, hitting, slapping, punching, kicking, etc.
b) Initiating any non-consensual physical contact, regardless of whether it causes an injury
c) Engaging in the vandalism, destruction, or theft of property

definitions found immediately below for rape, sodomy, sexual assault with an object, fondling, incest, or statutory rape are considered to be sexual assault. The absence of a physical injury does not negate or reduce the seriousness of sexual violence/assault. For:

e) Making “jokes” of a sexual nature against a specific individual, or making “jokes” that reference the victim’s physical appearance or style of clothing

SEXUAL MISCONDUCT

SEXUAL HARASSMENT

Sexual Harassment is unwelcome, gender-based verbal or physical conduct that is sufficiently severe, persistent or pervasive that it unreasonably interferes with or denies/limits someone’s ability to participate in or benefit from the University’s programs and/or services, and is based on power differentials (quid pro quo), the creation of a hostile environment, or retaliation. Examples include but are not limited to:

a) Attempting to coerce an unwilling person into a sexual or romantic relationship
b) Subjecting a person to unwelcome sexual attention
c) Punishing a refusal to comply with a sexual based request
d) Conditioning a benefit on submitting to sexual advances

e) Making “jokes” of a sexual nature against a specific individual, or making “jokes” that reference the victim’s physical appearance or style of clothing

a. Such comments that are legitimately and reasonably related to the University’s mission of education (e.g. a class discussion or exercise about examples of discriminatory slurs or jokes, reviews of “sexist” literature or videos, reviews of the history of gender discrimination or sexual abuse, etc.) will generally not be considered to be harassment under this policy.

f) Stalking (as defined above in this policy)
g) Bullying based on the victim’s gender
the purpose of this policy, dating violence and domestic violence (also defined below) are considered forms of sexual violence/assault when the parties are members of the University community. Examples of sexual violence/assault include the following:

a) **Rape (or attempts to commit same)**
   The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

b) **Sodomy (or attempts to commit same)**
   Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.

c) **Sexual Assault With an Object (or attempts to commit same)**
   The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.

d) **Fondling (or attempts to commit same)**
   The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

e) **Incest (or attempts to commit same)**
   Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

f) **Statutory Rape (or attempts to commit same)**
   Non-forcible sexual intercourse with a person who is under the statutory age of consent.

g) **Dating Violence**
   Physical, sexual, or psychological harm, or the threat of such harm, perpetrated by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined by the victim with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. This type of violence can occur among heterosexual or same-sex couples and does not require sexual intimacy. Dating violence does not included acts covered by the definition
of domestic violence found below in (h)

h) Domestic Violence
A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Sexual Exploitation occurs when an individual takes non-consensual or abusive sexual advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of other sexual misconduct offenses described in this policy. Examples of sexual exploitation include, but are not limited to:

a) invading another’s sexual privacy
b) prostituting another individual
c) making non-consensual videos or audio-tapes of sexual activity
d) going beyond the boundaries of consent (such as letting your friends hide in the closet to watch you having consensual sex)
e) engaging in voyeurism
f) knowingly transmitting an STI or HIV to another individual
g) exposing one’s genitals in non-consensual circumstances; inducing another to expose their genitals

CONSENT AND OTHER DEFINITIONS RELATED TO SEXUAL MISCONDUCT

a) Consent
Consent is clear, knowing and voluntary agreement to participate in a given activity. Consent is active, not passive; silence, in and of itself, cannot be interpreted as consent. Consent can be given by words or actions, as long as those words or actions create mutually understandable, clear permission regarding willingness to engage in (and the conditions of) sexual activity. Consent to any one form of sexual activity cannot automatically imply consent to any other forms of sexual activity, and previous relationships or prior consent cannot imply consent to future sexual acts. In order to give effective consent, one must be of legal age.

b) Incapacitation
Incapacitation is a state where someone cannot make rational, reasonable decisions because they lack the capacity to give knowing consent (e.g., to
understand the “who, what, when, where, why or how” of their sexual interaction). Sexual activity with someone who one should know to be, or based on the circumstances should reasonably have known to be mentally or physically incapacitated (by alcohol or other drug use, by a state of unconsciousness or “blackout”, or by an apparent or known mental or cognitive disability), constitutes a violation of this policy.

c) **Force**

Force is the use of physical violence and/or imposing on someone physically to gain sexual access. Force also includes threats, intimidation (implied threats) and coercion that overcome resistance or produce consent.

d) **Coercion**

Coercion is unreasonable pressure for sexual activity. Coercive behavior differs from seductive behavior based on the type of pressure someone uses to get consent from another. When someone makes clear to you that they do not want sex, that they want to stop, or that they do not want to go past a certain point of sexual interaction, continued pressure beyond that point can be coercive.

**REPORTING SEXUAL MISCONDUCT:**

Victims often have difficulty reporting a sexual assault for numerous reasons, such as knowing the perpetrator, fear of retaliation, fear of parents knowing about the incident, or fear of getting in trouble with law enforcement. Despite these concerns, it is vital to report such incidents in order to get help.

**STUDENTS:** Students have numerous reporting options available:

- Report the sexual assault/misconduct to the University of Southern Indiana Public Safety Department and pursue criminal charges through local law enforcement
- Report the sexual assault/misconduct to the Dean of Students Office or the Title IX Coordinator, which could result in campus disciplinary sanctions through the Dean of Students Office if the alleged perpetrator is a student.
- Report and pursue both University disciplinary and criminal charges if the alleged perpetrator is a student.
- File a report with Public Safety or local law enforcement but choose not to pursue disciplinary or criminal charges or investigation
- Report anonymously through the Silent Witness Program or to the Office of Public Safety Telephone Tip Line (812-465-1697)
- Do none of the above but you are encouraged to still seek support from the numerous resources available

Timing is a critical factor in the reporting of any sexual assault/misconduct. The USI Counseling Center, off-campus advocates and personnel from the Public Safety Department...
can discuss all of these reporting options confidentially with the victim.

**EMPLOYEES:** University employees must report any incident of sex/gender misconduct and discrimination to the Title IX coordinator or designee within 24 hours of learning of the incident.

Employees designated as “Campus Security Authorities” are mandated to advise the Public Safety Department of any Clery reportable crimes that occur in a Clery reportable area. One of the key responsibilities of a campus security authority is to encourage crime victims and witnesses to report crimes to the Public Safety Department. Information and training on Campus Security Authorities may be found on the Office of Public Safety Website.

Employees serving in certain professional roles are not required to report these types of crimes unless there is an articulable immediate danger to the campus community that would necessitate disclosure. Examples of employees that would not be required to report include medical providers, pastoral and licensed professional counselors. These exempt employees may still complete an anonymous/confidential report for statistical or pattern analysis purposes and not divulge any personal identifiable information without the victim(s) consent.

**CONFIDENTIAL REPORTING TO THE COUNSELING CENTER**

The Counseling Center is committed to maintaining your confidentiality consistent with the law. Communications with employees who work in the Counseling Center, including your decision to seek counseling, are kept confidential. The Center will not release information about you to anyone outside the Counseling Center without your written consent, except as required by law, including, but not limited to:

- If we believe you are in imminent danger of self-harm.
- If there is reason to believe that child, elder, or dependent abuse has occurred.
- If you report being sexually assaulted and are under the age of 18.
- If you express threats of violence towards another person.
- If you have signed an authorization to release medical information form for specified individuals or agencies.

Consistent with the law, any required disclosure will be made to the appropriate authorities, including USI Public Safety. Additionally, should you be assessed to be a danger to yourself or others, or if hospitalization is pursued (either voluntarily or involuntarily), certain information about you will be disclosed to appropriate university personnel, your parents or guardians (as appropriate), and other essential third parties.

If you are the victim of rape, sexual assault, sexual battery, sexual coercion or other sexual misconduct, as defined by USI policy, state and federal law, and are 18 years of age or older, what you tell a Counseling Center Professional counselor and other Counseling Center employees who are functioning in their Counseling Center roles about how you have been the
victim of sexual misconduct is confidential, subject to the exceptions listed above. In addition, if you wish to make a report about what happened to you, to USI Public Safety or law enforcement agencies, a Counseling Center employee will assist you in doing so without disclosing information that identifies who you are.

If you choose to make an anonymous report of sexual misconduct, your counselor may remain in the room with you as you make your report. However, the counselor will not make the telephone call for you or participate in the telephone conversation between you and the reporting agency. Likewise, the counselor will not keyboard or assist in keyboarding an on-line report.

**OUR COMMITMENT:** The University of Southern Indiana does not tolerate any form of sexual misconduct. Sexual misconduct in any form violates University policy and may violate federal, state and local laws. The University’s Disciplinary Procedure for sexual misconduct is designed to respond to these allegations. Indiana’s criminal statues determine the criminal penalty or sanctions based upon the act, severity, and other mitigating or aggravating circumstances. The Sexual Violence Prevention and Response Program include counseling services, crisis support groups, and other organizations which provide assistance and referrals to students who have been victims of sexual misconduct.

Violations of this policy are subject to disciplinary sanctions through the Dean of Students Office (DOSO) or the Office of Student Conduct.

**USI RESPONSE TO SEXUAL MISCONDUCT:** When the University is notified of a sexual misconduct incident, specifically a sexual assault, the following best practice guidelines will be employed:

**INVESTIGATIVE PROTOCOL:**

- Take immediate steps to protect the victim and provide immediate medical care if needed
- If applicable, identify the areas on campus property where the incident(s) occurred and take steps to protect them as a potential crime scene
- Assist in preserving any physical evidence related to the incident reported
- Inform the victim of their right to file a complaint and the option of involving law enforcement including:
  - Filing a complaint with Public Safety and/or law enforcement
  - Be assisted by campus authorities in notifying law enforcement
  - Decline to notify law enforcement
  - If the incident did not occur on USI property, liaison with the appropriate law enforcement agency to assist the victim in filing a report and obtaining advocacy assistance
• Report the incident confidentially with no investigation

☐ Permit or provide the victim with an advocate, advisor or support person during the initial and any subsequent interviews

☐ Develop a suspect and witness list

☐ If appropriate, obtain a statement from any suspect or witness that may still be on scene

☐ Provide the victim(s) with supportive resources and the USI “Sexual Assault Information and Resource Brochure”

☐ Determine if a Timely Warning or Immediate Notification is needed?

☐ If applicable, liaison with local law enforcement to assist in their investigative process

☐ The University shall commence an investigation independent of any law enforcement investigation

☐ Confer with the appropriate University officials, i.e. OPS, DOSO, Title IX Coordinator on overall strategy and process for this investigation

☐ Clearly identify the applicable policies and procedures that apply to the investigation. Coordinate procedures where more than one applies, and give clear notice of these procedures to involved parties

☐ The assigned investigator(s) should identify all parties to interview; i.e. victim(s), suspect(s) witnesses and establish a preliminary timeline for the investigation, using reasonable time frames, and communicate that timeline to appropriate parties

☐ Investigators will NOT VICTIM-BLAME

☐ Assist the victim and any other involved party in obtaining orders of protection

☐ Identification of the investigative timeline should include but is not limited to: interviews of all victims, witnesses, suspects, statement verification, documentation gathering and report submission

☐ Investigative timeline updates should be communicated in a timely manner.

☐ Document the reasons for any investigative or timeline delays and communicate in a timely manner to all parties involved

CONDUCT RESOLUTION:

☐ Prompt fair and impartial investigation and resolution conducted by a university official providing due process to both the accuser and accused

☐ In the investigation and resolution, the standard of proof to assess complaints is a preponderance of the evidence standard

☐ A prompt investigation is usually 60 calendar days following the receipt of the complaint

☐ Any extension of an investigative timeline shall be for good cause
Written notice to the accuser and accused of any delay accompanied by a reason

Accuser and accused must be provided with timely notice of any meeting at which either or both of them may be present

Accuser, accused and officials must be provided with timely access to materials that will be used in meetings or proceedings

Accuser and accused have the opportunity to be accompanied by an advisor of their choice during any disciplinary hearing or related meetings

Advise all parties of any restrictions on an advisor’s ability to participate in a hearing or meeting

An appeals process is provided for both the complainant (or alleged victim) and the respondent

Documentation of all proceedings is made, which may include written findings of fact, transcripts, or audio recordings

The University will employ the civil "preponderance of evidence" standard when making findings about whether sexual violence did or did not occur.

All parties are notified simultaneously in writing about the outcome of any disciplinary hearing, the appeal process (if available) or when any result becomes final

Results must include determination of responsibility, any sanctions imposed and any rationale for the outcome

University complies with all Clery Act, Title IX and VAWA regulations

For more information on Hearing Procedures, refer to the Student Rights and Responsibilities, which is online at:

https://www.usi.edu/deanofstudents/code

**REMEDIES AND ENFORCEMENT:**

The University will take immediate action to eliminate hostile environments, prevent reoccurrence and address any effects on the victim and community

University will take immediate steps to protect complainants even before the final outcome of investigations, including prohibiting the alleged perpetrator from having any contact with the complainant

Steps should minimize the burden on the complainant while respecting (due process) rights of the accused individual unless there is a direct conflict, in which case Title IX protections control

Remedies for the complainant might include but are not limited to campus escort, ensuring complainant and alleged perpetrator do not attend the same classes if possible, moving either or both parties to a different housing accommodations, counseling services, advocacy, medical services, academic support services, course withdrawal without penalty, review of disciplinary actions
University will have policies and procedures to protect against retaliatory harassment including how to report any subsequent problems.

Provide notification and assistance in reporting to local law enforcement.

The Title IX coordinator should review all evidence and sexual harassment incidents to ensure prompt and equitable remedies.

All investigations and reports should be aligned with all federal guidelines (Title IX, Clery, VAWA).

**WHAT YOU SHOULD DO:** The following steps should be taken by any victim of sexual misconduct, specifically sexual assault:

- Get to a place of safety as soon as possible.
- Try to preserve all physical evidence. The victim should not bathe, shower, brush teeth, douche, use the toilet, or change clothing until s(he) has a medical exam. Contact a close friend or relative, if available, who can provide support and accompany the victim to the medical exam and or thru the reporting of the incident.
- Obtain necessary medical treatment. A medical examination may disclose the presence of physical injury that the victim is unaware of.
- The Public Safety Department strongly advocates that a victim of sexual misconduct report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to a University Public Safety Officer, to any Campus Security Authority or local Law Enforcement.

Filing a report with a Public Safety officer will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a timely report with Public Safety AND a local law enforcement agency will:

1) Ensure that a victim of sexual misconduct receives the necessary medical treatment and tests.
2) Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later.
3) Assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.
4) Provide safety plans to the victim while on and off campus.

**EDUCATION AND PREVENTION**

The University of Southern Indiana offers its students faculty and staff a variety of sexual violence prevention-related programs throughout the year. Participation varies depending on the program, including the following:

- Eagle Experience Opening Weekend Presentation and Speaker to all incoming residential students (nearly 1400 attendees in August 2014)
- Required Online First Year Experience Learning Module for all first year students who are unable to attend the Opening Week in-person presentation
- Eagle Experience Learning Module required of resident assistants
• Title IX related campus-wide presentation and outside speaker each semester (fall 2014, "Speak About It")
• Bystander intervention as requested: in past years, this training was required for all Fraternities and Sororities; however, the University is currently working to implement this training as a requirement once again for all Fraternities and Sororities as well as for all athletic teams. Presentations also are routinely offered in the residence halls and in selected academic classes.

IMPOSITION OF CONDUCT SANCTIONS INCLUDING SEXUAL MISCONDUCT INCIDENTS: The objective of any Administrative Hearing is to determine whether the charged student is “responsible” or “not responsible” for the alleged incident. If a student is found responsible, the Hearing Official may implement a sanction which is a means of redirecting the policy violation to an educational correction and reflection. The Hearing Officer may implement as many sanctions as seen applicable per the situation. The Hearing Official also reserves their discretion for having contradictory sanctions implemented for individuals in the same or similar cases.

The following is a list of possible sanctions the University may impose in any disciplinary matter:

- **Warning (Written):** A student may be given a written warning. A written warning is a letter that makes a matter of record any incident in violation of the code. Subsequent code violations will normally result in more severe sanctions.

- **Probation:** Probation is a specified period of review and observation during which the student must demonstrate the ability to comply with University policies, and any other sanctions as outlined above and/or conditions which have been imposed in writing. The specific terms of the probation will be determined on a case-by-case basis. Notification may be given to other University officials as necessary. Probation may be supervised or unsupervised.

  Further inappropriate behavior may result in additional sanctions to be assigned, including suspension or expulsion.

- **Emergency Suspension:** A student may be temporarily and immediately suspended, pending a hearing, when the student’s actions or threats of action poses a threat to themselves or to others, or to the University’s educational mission or property or to the health or safety of University community members. No hearing will be required before the emergency suspension is imposed; however, a review of the emergency suspension will be held within five (5) working days following the notification. The adjudication process will proceed in a timely manner.

- **Suspension:** A written notification of the termination of student status and exclusion from further enrollment for a specific period of time not less than one academic semester and not to exceed two academic years. A student who has been suspended must vacate campus within the time frame established.

  – The notice will include the conditions for readmission which must be met prior to application for readmission. An interview with
the Dean of Students or his/her designee will be required prior to acceptance of the student’s application for readmission.

– The student’s eligibility for any refund of tuition/fees will be subject to the University’s normal withdrawal policy.

– The student must leave University residences and may not be on University-owned or -controlled property or attend University events.

– Suspension is a matter of permanent record. A permanent record indicates that student behavior files may be retained indefinitely.

☐ **Expulsion**: A written notification that the student is permanently ineligible to return to the University. The student must leave University residences and may not be on University owned or -controlled property or attend University events. Petitions for re-enrollment will not be accepted. The expulsion will be recorded on the student’s transcript as “May Not Register” and is a matter of permanent record.

**For more information on the USI conduct process and the full range of conduct sanctions, you may view them at the end of this document in Appendix 1 or at the link provided below.**


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**CAMPUS SEX CRIMES PREVENTION ACT-SEX OFFENDER REGISTRY**

The Campus Sex Crimes Prevention Act of 2000 requires sex offenders, when they register with the designated law enforcement agency, to indicate whether and where they are enrolled, employed, or volunteering on a college campus. The registering agency must share that information with the relevant colleges, and the colleges must tell students, faculty members, administrators, and staff members where information on registered sex offenders can be obtained. The Vanderburgh County Sheriff’s Office is the designated law enforcement agency for the University of Southern Indiana.

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**INDIANA SHERIFFS’ SEX AND VIOLENT OFFENDER REGISTRY**

Effective January 1, 2003, Zachary’s Law requires sheriff departments to jointly establish and maintain the Indiana Sheriffs’
Sex and Violent Offender Registry to provide detailed information about individuals who register as sex or violent offenders in Indiana. The registry’s purpose is to inform the general public about violent offenders who live, work, or study in Indiana. The Commonwealth of Kentucky and the State of Illinois sex offender websites are included with the National Sex Offender web site due to their close proximity.

SEX OFFENDER WEBSITES

Vanderburgh County Sheriff’s Office: http://www.vanderburghsheriff.com/sex-offenders.aspx#content
State of Indiana: http://www.icrimewatch.net/indiana.php
Commonwealth of Kentucky: http://kspsor.state.ky.us/
State of Illinois: http://www.isp.state.il.us/sor/
National Sex Offender Public Website: www.nsopw.gov/Core/Conditions.aspx

CAMPUS SECURITY POLICIES; CRIME PREVENTION AND SAFETY AWARENESS

CARE TEAM-BEHAVIORAL INTERVENTION

The University of Southern Indiana (USI) is committed to supporting a positive, healthy and safe student experience. The University’s CARE Team is a cross-functional assessment group, chaired by the Dean of Students that responds to students in apparent/potential distress. C.A.R.E. stands for Campus Action Response and Engagement (CARE) of students in distress. The CARE team works collaboratively to provide confidential, respectful, and proactive support, while offering resources and balancing the educational needs of students within the overall mission of the University.

The CARE Team centralizes the reporting of concerning student behavior, publicizes current policy, and encourages early intervention. If a situation demands immediate attention after 4:30 p.m. or during the weekend, please alert the Public Safety Department by calling 812/492-7777. The team will follow up with the individual initiating the report to gather additional information as needed. In some cases, an interview will be arranged with the student of concern to determine appropriate actions. The CARE Team Reporting Form must be completed when someone observes incidents of concerning, aberrant, dangerous, or threatening behavior. The form may be accessed at:

A more in depth review of the CARE team mission, purpose as well as the CAMPUS CARE GUIDE may be viewed at www.usi.edu/deanofstudents/careteam

WEAPONS POLICY: The transfer, sale, use of, possession of weapons, including but not limited to: firearms, ammunition, bombs, explosives, clubs, dirks, martial arts weapons, sling shots, bows and arrows, sabers, swords, knives with blades in excess of three (3) inches except kitchen knives used in the preparation and/or serving of food, war souvenirs, incendiary devices, fireworks, paintball guns, pellet guns, BB guns, stun weapons, Tasers, or look-alikes, dangerous chemicals or fuels, or other destructive devices or substances, are not allowed on
University-owned or controlled property unless permission for possession and/or use has been authorized by an appropriate University official. Duly-licensed officers of the law are exempt from this policy.

RESPONSIBILITY TO OTHERS AND MEDICAL AMNESTY: A student has a responsibility to ensure the well-being of their guests and fellow students. If an individual needs emergency medical attention, the student is required to call an ambulance or other appropriate emergency response personnel (University public safety, ambulance, police, fire, etc.) to gain that assistance. If a student fails to carry out this responsibility, the student may be subject to severe University sanctions and may potentially be subject to additional civil and/or criminal liability.

The University recognizes the Senate Enrolled Act. No. 274 amendment to the Indiana Code, effective July 1, 2012, which outlines when a person who meets the criteria of the act, is immune from criminal prosecution. When a student is intoxicated or under the influence of drugs/controlled substances and seeks medical assistance, s/he may be granted amnesty from formal disciplinary action by the University for violating alcoholic beverage or drug/controlled substance policies.

Upon receiving a report that a student needs medical assistance, University personnel will respond through the Public Safety and officials will use standard procedures for documenting and collecting information for all parties involved. Conduct charges will be deferred and will be dismissed upon successful completion of an approved alcoholic beverage or drug/controlled substance intervention program, leaving the student with no disciplinary record. Failure to successfully complete an approved alcoholic beverage or drug/controlled substance intervention program, as required, will result in the processing of charges and may result in more severe sanctions.

MISSING STUDENT POLICY: The Higher Education Opportunity Act of 2008 (effective August 14, 2008) requires any institution participating in a Title IV federal student financial aid program that maintains on-campus housing facilities to establish a missing student notification policy and related procedures.

The term “missing student” is defined as any University of Southern Indiana student residing in an on-campus student housing facility who is reported missing from their residence for more than 24 hours. All students residing in on-campus student housing facilities have the option as provided by the Office of Housing and Residence Life to identify an individual that the University may contact in the event they become missing for more than 24 hours. The contact information shall be registered as confidential, accessible to only authorized personnel and it may not be disclosed, except to law enforcement personnel in furtherance to a missing person investigation.

USI Public Safety should be notified immediately when a student who resides in an on-campus student housing facility is determined to have been missing. When a student is reported missing, Public Safety will make initial inquiries to locate the student. Public Safety will:

- Notify the contact person if the student has designated on, within 24 hours
• Notify the student’s custodial parent or guardian and/or any other designated contact person within 24 hours if the student is under 18 years of age and is not emancipated; and
• Inform the appropriate local law enforcement agencies within 24 hours unless the agency is the initial reporter.

The 24 hour benchmark may be waived if foul play is suspected and the incident reported to local law-enforcement. Public Safety will support any missing student investigation by providing appropriate technical support, including photos, campus alerts, schedules and any other information relevant to the search.

While students are under no obligation to notify the University they plan to spend time away from their campus residence they are strongly encouraged to share information with family, friends or housing staff when they do so.

**CLERY ACT COMPLIANCE:** The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, more commonly known as the Clery Act, require colleges and universities to:

- Publish an annual report every year by October 1 that contains three years of selected campus crime and fire safety statistics and certain campus security policy statements;
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms.
- The statistics must be gathered from campus police or security, local law enforcement, and other University officials designated as “Campus Security Authorities”, who have “significant responsibility for student and campus activities”;
- Provide “timely warning” notices of those crimes that have occurred and pose an ongoing “threat to the campus community”
- Implement emergency notification procedures if there is an immediate threat to the health or safety of students or employees on campus;
- Maintaining a daily public crime and fire log
- Upholding basic rights to victims of sexual assault
- Making accurate crime statistics available to the U.S. Department of Education, which centrally collects and disseminates campus crime statistics at the national level

**CAMPUS AND COMMUNITY RESOURCES**

**STUDENT SUPPORT**

- Public Safety (PS) 812-492-7777(Emergency) or 812-464-1865
- Dean of Students Office-812-464-1862 http://www.usi.edu/deanofstudents/
- Counseling Center 812-464-1867 http://www.usi.edu/counselingcenter/
- Student Health Center – 812-465-1250 http://www.usi.edu/healthcenter/
Human Resources (Title IX Complaints) – 812-464-1815 - http://www.usi.edu/hr/
Academic Advising http://www.usi.edu/registrar/registration/academic-advising

OFF CAMPUS RESOURCES

Vanderburgh County Sheriff-HQ 812-421-6200; Command Post 812-421-6201; Jail 812-421-6200 http://www.vanderburghsheriff.com/
Indiana State Police – Evansville District 812-867-2079 http://www.in.gov/isp/2543.htm
Albion Fellows Bacon Center (Domestic Sexual Violence Advocate) 812-422-5622 http://www.albionfellowsbacon.org/
YWCA – 812-422-1191 http://www.ywcaevansville.org/site/c.7oJFLNPfkJYG/b.8108039/k.BEF1/Home.htm
National Sexual Assault Hot Line – 1-800-656-4673 http://www.rainn.org/get-help/national-sexual-assault-hotline
Indiana Sexual Assault Resources and Information http://www.aardvarc.org/rape/states/ndrp.shtml
Deaconess Hospital Emergency – 812-450-5000 http://www.deaconess.com/
St Mary’s Hospital 812-485-8000 http://www.stmarys.org/

share that information with the relevant colleges, and the colleges must tell students, faculty members, administrators, and staff members where information on registered sex offenders can be obtained. The Vanderburgh County Sheriff’s Office is the designated law enforcement agency for the University of Southern Indiana.

PUBLIC SAFETY AWARENESS AND PREVENTION PROGRAMS

Throughout the academic year, safety training sessions for students are offered upon request. Parents and students hear about campus safety programs and services during orientation sessions for new students.

Office of Public Safety leadership and other university departments frequently speak to student and staff groups, including resident assistants and the Residence Life professional staff in University Housing, sororities, fraternities and other student organizations. The OPS also offers security risk assessments, safety plans and crime-prevention presentations. A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

Crime Prevention Seminars: Interactive presentations are provided to student, faculty, staff, or other organizations upon request.
These presentations provide valuable information on the services provided by the Office of Public Safety and how to reduce your chances of being the victim of a crime.

**R.A.D. (Rape Aggression Defense):** The Rape Aggression Defense System is a program of realistic self-defense tactics and techniques for women. The R.A.D. System is a comprehensive, women-only course that begins with awareness, prevention, risk reduction and risk avoidance, while progressing on to the basics of hands-on defense training. The course is taught by certified instructors with the stated objective, “to develop and enhance the options of self-defense, so they may become viable considerations to the woman who is attacked.”

**Safe Ride:** SAFE Ride is a program developed for USI students by the Student Government Association, Dean of Students Office, Counseling Center, and Evansville’s River City Yellow Cab Company. The program provides a safe alternative for emergency situations when other transportation is unavailable. It is a “way out” of dangerous or potentially-dangerous situations by giving USI students safe transportation home through the River City Yellow Cab Company’s service within the local area by calling 812-429-0000. More information on the Safe Ride program is available at: [http://www.usi.edu/deanofstudents/safe-ride](http://www.usi.edu/deanofstudents/safe-ride)

**New Student Orientation:** Crime prevention materials are provided and questions are answered during new student and parent orientation.

**Operation Identification:** Public Safety will mark personal property with an electric inscriber/engraver. It is recommended that students retain a photograph, description, serial number, model numbers, and up to date inventory of their property.

**Shuttle Bus Network:** Public Safety coordinates an on-campus bus service and off campus shuttle bus system. The use of this transportation service is available to all University of Southern Indiana affiliates with a valid Eagle Access card, free of charge. For schedule and bus stop information visit: [http://www.usi.edu/security/parking/bus-schedules](http://www.usi.edu/security/parking/bus-schedules)

**Safety Escort Service:** The Public Safety Escort Service is designed to enhance your safety and peace of mind if you must be on campus after dark. The primary goal is to deter sexual harassment, verbal abuse and assault, and to enable students to travel about the campus with a greater sense of security. The Escort Service is primarily a mobile service, but walking escorts are available upon request.

The mobile escort is not intended as an alternative form of transportation and may be denied in the following cases:

- As a regular means of transportation to full-time employment.
- When two or more students have the same destination.
- If public transportation is available.
**Bicycle Lockers:** Public Safety coordinates the use of secured bicycle lockers for the safety of those who enjoy riding their bicycles on campus. The use of the lockers is on a first come first serve basis and there is no charge for this service. The lockers are located next to parking Lot K. Contact the Office of Public Safety Parking Department at 812-465-1091 for further information on this program.

**Eagle Access Card Building and Door Access:** The Eagle Access Card is an all-in-one card that may be used for personal identification, library privileges, and food services accounts, access to the Fitness Center and campus buildings. The Office of Public Safety coordinates and programs access to all campus buildings for all faculty, staff and students upon the appropriate approval. For assistance please contact the Office of Public Safety at 812-464-1845.

**Identity Theft:** Public Safety coordinates with the Computer Services Department to provide information to protect yourself from identity theft as well as what to do to if your personal information becomes exposed or if you actually become a victim of identity theft.

Identity theft occurs when someone uses another person's personal information such as name, Social Security number, driver's license number, credit card number or other identifying information to take on that person's identity in order to commit fraud or other crimes. For more information on protecting yourself from identity theft please visit [http://www.consumer.ftc.gov/articles/0235-identity-theft-protection-services](http://www.consumer.ftc.gov/articles/0235-identity-theft-protection-services).

**UNIVERSITY POLICIES RELATED TO ALCOHOL AND DRUGS**

The University of Southern Indiana prohibits the illegal manufacture, possession, use, and/or distribution of drugs and alcohol by students, employees, and visitors in student housing, University-owned or leased property or as a part of any "university activities". With few exceptions, the University maintains a “dry” campus. Legal use of alcohol may be permitted on campus only if approved by the president or her designee. All state and federal laws regarding alcohol and drugs are strictly enforced.

University regulations and Indiana state law prohibit the use, possession, or distribution of narcotics or controlled drugs without a valid prescription. Violators of alcohol and drug policies are subject to the provisions of the applicable state and federal laws as well as University disciplinary actions.

Public advertisements of alcohol products are prohibited. This includes but is not limited to any signs or advertisements that are visible from public areas, alcohol signs, or other inappropriate displays or objects visible from outside your apartment, residence hall, or campus building. Alcohol containers are prohibited. This includes but is not limited to containers kept as decoration, alcohol paraphernalia (e.g. “beer bongs”), and those containers that are put in the garbage or are lying about your apartment, residence hall.
suite, or campus building. Free assistance and on-going educational programs are provided by the University for students and employees. Additional information is available by requesting a Drug and Alcohol Abuse Policy and Prevention brochure from the USI Counseling Center or Human Resources Office.

**ALCOHOL POISONING IS A MEDICAL EMERGENCY**

Call for Help—You could save someone’s life!

**Know the signs:**
- Passed out or difficult to wake
- Cold, clammy, pale or bluish skin
- Slowed breathing
- Vomiting while asleep or awake

**Know how to help:**
- Turn a vomiting person on his or her side to prevent choking
- Clear vomit from the mouth
- Keep the person awake
- NEVER leave the person unattended

**POLICIES RELATED TO HOUSING AND RESIDENCE LIFE**

**Administrative Searches:** Upon approval by the director of Housing and Residence Life and/or the Director of the Office of Public Safety, or their designee, a room can be entered without notice when there is reasonable cause to believe a violation of University policy has occurred or is taking place, or to determine compliance with federal, state or local laws. The director of Housing and Residence Life, director of Public Safety, or their designees, shall determine the existence of “reasonable cause” prior to the room entry. Searches may be conducted in the absence of residents. During a search, the University may obtain evidence when there is reasonable cause to believe that a violation has occurred or is taking place. Housing and Residence Life staff will ask any residents present to sign Consent to Search form. Failure or refusal to sign the form will not prevent University personnel from conducting a search. On occasions when outside agencies (police, FBI, etc.) may need to search an apartment or room; Housing and Residence Life staff and Office of Public Safety staff are expected to cooperate.

**Access:** Access to apartments and residence hall rooms are granted only to the assigned residents of that location, or to University staff. Access will not be granted to resident’s friends, relatives, or other students by staff. The University of Southern Indiana reserves the right to enter apartments or residence hall rooms for inspection, cleaning, or maintenance purposes at reasonable times. Commercial solicitation is prohibited.
**Keys and/or Access Cards:** Apartments and residence hall students are given access to their respective residence either with a hard key or electronic computerized card system.

**Keys:** Residents are expected to carry their apartment keys with them at all times. Residents may not lend their apartment key to anyone. Lost keys will result in a re-core fee.

**Lock Outs:** It is the responsibility of the student to ensure that they carry their apartment/room key/card with them. If a student locks themselves out of their apartment/room, there will be no charge for the first time each semester. Beginning with the second and with each subsequent lockout, the student will be charged a fee for the service. A student who loses their key/card will not be charged for the lockout service, as the cost of a lost key/card will be assessed.

**Door Proping:** Students found propping open exterior doors in any housing facility may face contract termination as this is a security risk for the community. Violators may be sanctioned. Propped doors that are not attributed to an individual may be prorated among all residents of that building or wing.

**Visitation and Guests:** Guests are authorized to have access to housing apartments or residence halls. Residents are responsible for the behavior of their guests. Residents will be charged for any and all violations caused by their guests. Guests are prohibited from staying in the apartments or residence halls without the resident. These individuals will be asked to leave by the Office of Public Safety or Housing and Residence Life staff if found unescorted or unaccompanied in or around University housing property. Residents who leave guests unattended will be held judicially responsible. The number of guests allowed is mandated by the State Fire Marshal’s Office - The maximum capacity of any two-bedroom apartment or residence hall suite is eight persons, including both residents and guests. A one-bedroom apartment or residence hall suite has a maximum capacity of four persons, including both residents and guests.

**Guest Registry:** Any guest staying in University housing must be of the same gender as the resident, and must be registered with Housing and Residence Life. Unregistered guests will be asked to leave University housing. Guests must be at least 16 years of age. Children under the age of 16 may not be left unattended in housing facilities, and babysitting is strictly prohibited in campus housing.

**Cohabitation:** Living or staying for any pattern of time in an apartment or suite without an official contract for that particular space will be considered cohabiting. Cohabitation is defined as a person staying in an apartment or suite for more than three consecutive nights, or other patterned behavior that is intended to allow an individual to stay beyond visitation hours. Non-registered guests can be considered as cohabitating. The resident who allows this situation to occur can be held accountable and charged with cohabiting under the USI
Student Rights and Responsibilities: A Code of Student Behavior.

**Quiet and/or Courtesy Hours:** Residents and guests of the apartments and residence halls are expected to observe the established courtesy hours. Community residents and/or Housing and Residence Life staff reserve the right to ask people to observe courtesy hours at all times. Student equipment (stereos, televisions, musical instruments, alarms, etc.) that continues to be a noise problem will be confiscated by staff. Disposal of the property and potential fee may be imposed. Quiet hours are Sunday thru Thursday, 10pm – 8:00am, Friday thru Saturday, Midnight – 8:00am and 24-hour quiet hours begin the night before final exams are administered.

**Off-Campus Residences (registered student organizations):** All residences are privately owned. Access to off-campus residences of registered student organizations is controlled by the housing corporation of that organization and the residents themselves.


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**ANNUAL DISCLOSURE OF CRIME STATISTICS**

While the USI campus is a reasonably safe environment, crimes do occur. In addition to the Clery Act crimes statistics that are reported annually, other common crimes that occur on campus are outlined below.

**THEFT:** Theft is a common occurrence on college campuses. Often, this is due to the fact that theft is often seen as a crime of opportunity. Confined living arrangements, recreation facilities, and many open classrooms and laboratories provide thieves with effortless opportunities. Occupants of the residence halls often feel a sense of security and home atmosphere and become too trusting of their peers, while others leave classrooms and laboratories unlocked when not occupied for short periods of time. It is important to be very vigilant when it comes to suspicious persons. Never leave items and valuables lying around unsecured. Doors should be locked at all times. The following is a list of suggestions to help you not fall victim to theft.

- Keep doors to residence halls, labs, classrooms locked when not occupied.
• Don’t provide unauthorized access to persons in the buildings or classrooms.
• Do not keep large amounts of money with you.
• Lock all valuables, money, jewelry, and checkbooks in a lock box or locked drawer.
• Keep a list of all valuable possessions including the make, models, and serial numbers.
• Take advantage of the Engraving Programs to have all valuables engraved with specific identifying marks.
• Don’t leave laptop computers or textbooks unattended in labs or libraries, even if it is for a short period of time.
• Don’t lend credit cards or identification cards to anyone.
• Report suspicious persons to Public Safety immediately; don’t take any chances.
• If you See Something….Say Something

CLERY ACT CRIMES: Jeanne Clery
Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) requires colleges and universities across the United States to disclose information about crime on and around their campuses. USI Public Safety maintains a close relationship with all local law enforcement where USI owns or controls property to ensure that crimes reported directly to them are brought to the attention of Public Safety. Public Safety collects the crime statistics reported through a number of methods. USI Public Safety periodically examines the data to ensure that all reported crimes are recorded in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting Handbook and the FBI National Incident-Based Reporting System Handbook (sex offenses only). In addition to the crime data that Public Safety maintains, the statistics also include crimes that are reported to various campus security authorities, as defined in this report. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. The statistics reported for the subcategories on liquor laws, drug laws, and weapons offenses represent the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented.

CLERY ACT CRIMES - DEFINITIONS
Murder/Manslaughter – defined as the willful killing of one human being by another.
Negligent Manslaughter – defined as the killing of another person through gross negligence.
Sex offenses – Defined for Clery reporting purposes as Rape, Forcible Fondling, Statutory Rape and Incest. (“Rape” is now inclusive of sexual assault, sexual assault with an object, and forcible sodomy and can be perpetrated against both women and men.)
Robbery – defined as taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault – defined as an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Burglary – unlawful entry of a structure to commit a felony or a theft. There are three categories of burglary. Forcible entry; Unlawful entry with no force; and attempted forcible entry;

Motor Vehicle Theft – The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding.)

Arson – any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Hate Crimes – In addition to any of the crimes above, the following acts are now reportable as Hate Crimes under the Clery Act, when motivated by prejudice on account of race, gender identity, national origin, religion, sexual orientation, ethnicity, or disability.

Larceny/Theft – includes pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.

Simple Assault – unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

Intimidation – To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Destruction/Damage/Vandalism to Property (except Arson) – to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

**FIRE SAFETY REPORT**

The Campus Fire Safety Right-to-Know Act is now included as part of the reauthorization of the Higher Education Opportunity Act (HEOA) of 2008. This allows future and present University of Southern Indiana parents and students to access fire and safety information about:

- On-campus student housing fire protection systems
- Number of campus fires and causes for each fire
- Number of injuries and deaths related to a fire
- Total amount of property loss caused by a fire
- Number of mandatory supervised fire drills
- On-campus student housing policies and rules for portable electrical appliances, smoking, open flames, and evacuation procedures
Fire safety education and training programs provided to students, faculty, and staff

**FIRE SAFETY PREVENTION:** The University has developed a Fire Prevention Plan aimed at reducing the risk of fire-related incidents and injuries. The University's policies are based on the premise that most fires are preventable and all members of the University community have the responsibility to prevent fires. All faculty, staff and students should be aware of potential fire hazards related to a campus environment. The University community should also be knowledgeable of the emergency procedures that should be followed in the event of a fire.

The University has established fire safety programs for students living in our campus residence halls. The Office of Public Safety Residence Life, Physical Plant, Risk Management and Safety, and the Perry Township Fire Department work closely to educate the student residents about fire and safety to prevent and respond to fire emergencies and alarms. Fire evacuation plans have been developed for each residence hall and copies of these plans can be found on the inside of the door of each room.

The University also has specific fire safety programs that target Physical Plant employees and contractors working on our campus. Red Tag Permits are physical tags that are placed on equipment such as sprinklers and fire pumps to remind workers to return the equipment to service when repairs are completed. Hot work permits should be used by contractors, employees and students who work with torches and other hot sources.

**FIRE STATISTICS:** In accordance with the Higher Education Opportunity Act of 2008, the University of Southern Indiana is providing fire safety information as part of the Annual Report. This information can be found in Appendix 5. Reports of fires and fire alarms are maintained in a data base within the Office of Public Safety. Data includes the building name, address, time and date, the cause of the fire, any injuries or deaths, narrative describing the incident, and dollar values for damaged property.

**DESCRIPTION OF STUDENT HOUSING FIRE SYSTEMS**

**Residence Halls**
- A central fire alarm system with detectors throughout the building and in every sleeping room;
- Alarms are centrally monitored at the Office of Public Safety Dispatch Center;
- Automatic wet sprinklers are in each room;
- Pull stations are located in each hallway;
- Stovepipe in each resident hall;
- Fire extinguishers are located in each hallway and the common area of the residence halls;

**Apartment Buildings**
- A detector is located in each apartment which is connected to each building.

**DAILY FIRE AND CRIME LOG:** USI Public Safety maintains a public crime and fire log at the Public Safety office. These logs are continuously updated and are available for inspection during regular business hours.

For more information on Fire Safety procedures please visit: www.usi.edu/riskmanagement
- Pull stations are located on the exterior of the apartments;
- Fire extinguishers are located in each apartment’s common area;

**FIRE RESPONSE PROCEDURES**

The Perry Township Fire Department provides the Residence Life staff, Resident Advisors, Area Coordinators, Graduate Assistants, and Public Safety personnel with annual fire and safety instruction including; fire extinguisher usage, evacuation procedures, and general fire safety information. This includes train the trainer instruction so the Residence Life staff can conduct fire and safety training for all housing students.

Emergency response and evacuation procedures are tested bi-annually at the University. The University also participates in emergency preparedness discussions with other emergency management offices and a table top exercise at least once a year. These tests and exercises are designed to assess and evaluate the University’s emergency plans and capabilities. Documentation of the date, time, and description of each test, including whether it was announced or unannounced, is retained by the Office of Risk Management and Safety.

Housing residents participate in safety and fire programming once per semester. Fire drills are conducted twice a year in all apartment buildings and residence halls. The first drill is scheduled early in the fall semester and the second drill is conducted during the spring semester. The purpose of fire drills is to prepare building occupants for an organized evacuation in case of fire or other emergency. Fire drills are used as a way to educate and train occupants on fire safety issues specific to their building.

During the drill, occupants 'practice' drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. This includes evacuation and rendezvous points. In addition, fire drills allow the University an opportunity to test the operation of fire alarm system components. Fire drills are monitored by Environmental Health and Safety, Public Safety and Housing and Residence Life to evaluate egress and behavioral patterns. Reports are prepared by participating departments and recommendations are followed through to correct any 'identified deficiencies.'

**WHAT TO DO IN CASE OF A FIRE**

- When a fire alarm sounds, or when instructed to evacuate by staff, all residents are expected to vacate the building immediately.
- Know the location of fire extinguishers in your area and know how to use them. Training and information are available through the Physical Plant at 812-464-1729 or campus ext. 1729.
- Even for a minor fire that appears controllable, IMMEDIATELY contact the Office of Public Safety at Ext. 7777 - 812-492-7777 or activate the building alarms. Then, promptly direct the contents of the fire extinguisher toward the base of the flame.
- For fires that do not appear controllable, IMMEDIATELY sound the building alarms and evacuate the building.
- If possible, aid others to safety and close all doors to confine the fire and reduce oxygen. Do not lock doors.
- When the building evacuation alarm is sounded, or when told to leave by Public Safety Staff, walk quickly to the
nearest marked exit and alert others to do the same.

- **ASSIST THE DISABLED IN EXITING THE BUILDING. DO NOT USE ELEVATORS DURING A FIRE.** Smoke is the greatest danger in a fire, so stay near the floor where the air will be more breathable.

- Once outside, move to an assigned clear area away from the affected building(s). Keep the streets and walkways clear for emergency vehicles and personnel. Stay with your group in the assigned area and await further instructions.

- An on-site command post may be set up near the emergency site. Keep clear of the on-site command post unless you have important information to report.

- **DO NOT RETURN TO AN EVACUATED BUILDING** unless directed to do so by emergency personnel. **NOTE:** If you become trapped in a building during a fire and a window is available, place an article of clothing (shirt, coat, etc.) outside the window as a marker for emergency personnel. If there is no window, stay near the floor where the air will be more breathable. Shout at regular intervals to alert emergency personnel of your location.

### FIRE EXTINGUISHER USE

**Elements of Fire**

Before extinguishing a fire, it is important to understand the elements that make up a fire. In order for fire to occur, four elements must be present: oxygen, fuel, heat and a chemical chain reaction. This is represented by the Fire Tetrahedron. When any of the four elements are removed, the fire will go out. Fire extinguishers function by removing one of the four components of the Fire Tetrahedron.

**Fire Ratings**

Fire extinguishers are rated based upon the types of fires they are designed to put out. These ratings are identified on the label of the fire extinguisher. Care should be taken to ensure the extinguisher chosen to put out a fire is proper for the type of fire. Listed below are the four main types of ratings.

- Class A: Ordinary combustible materials, wood, paper, plastics and clothing
- Class B: Flammable liquids and gases
- Class C: Energized electrical equipment
- Class D: Combustible metals

**Chart: Types of fires and recommended fire extinguishers**

**Types of Fire Extinguishers:** The University uses the following types of fire extinguishers:

- Water (Class A)
- Carbon dioxide (Class BC)
- Multipurpose dry chemical (Class ABC)
- Dry powder (Class D)

**Using a Fire Extinguisher**

- Follow the **PASS** procedure when operating any fire extinguisher:
  - **P**: Pull the pin.
  - **A**: Aim at the base of the fire.
  - **S**: Squeeze the handle or lever.
  - **S**: Sweep from side to side.

**Rules for Extinguisher Usage**

- Be trained in extinguisher use
- Use on small fires that are not spreading;
- Know what type of fuel is burning;
• Before extinguishing the fire, position yourself with the exit at your back;
• Do not attempt to extinguish the fire if you are in jeopardy or feel uncomfortable doing so.

Maintenance
• Missing or discharged fire extinguishers should be reported immediately to Emergency Minor Maintenance at campus 812-464-1700 or campus ext. 1700.

Housing and Residence Life Fire Safety Policies

Introduction: It is the mission of Housing and Residence Life to provide a high quality, affordable living environment for members of the USI community that is convenient, comfortable, culturally enriching, and conducive to academic success. As an integral part of USI’s educational efforts and support services, Housing and Residence Life is responsible for the formulation and enforcement of policies reflecting the University’s mission within the residence setting.

The success of the campus living experience depends upon our residents, and it is our hope that all students in housing will take an active role in determining that success. As such, it is expected that all residents will be responsible for their own activities, and the activities that occur within their assigned apartments/rooms.

Candles: Candles, lit or unlit, incense, etc., are prohibited in any Housing and Residence Life facility.

Cooking (Residence Halls): Cooking in rooms with an open flame or exposed element is prohibited. Electrical appliances such as electric skillets, woks, electric grills, George Foreman grills, hot pots, coffee makers without automatic shutoff feature, or other appliances that can be used to prepare raw foods are prohibited (With the exception of microwave ovens). Students will be asked to remove the appliance. If the item is not removed, the University will remove the appliance and store for 10 working days. A storage fee will be added to the student’s account. After 10 days, if the item has not been retrieved by the student, the item will be disposed.

Decorations: Residents are encouraged to decorate their residence hall suite or apartment, as this is considered a resident’s “home away from home.” However, residents are asked to be considerate of the community by adhering to the following guidelines for decorations:

Exterior Decorations: Exterior alterations or decorations are only permitted in University housing with the following stipulations:
• Sidewalk chalk, spirit foam, shoe polish, paints or other methods used for writing on the exterior of the buildings are prohibited.
• Large potted plants or trees are not permitted in front of apartments or residence hall suites.
• These obstacles inhibit quick access for police, fire, and emergency medical personnel.
• Clothing, bathmats, rugs, towels, or other items may not be hung over balconies, as this creates a “line of sight” problem for Public Safety and other University personnel.
• Apartment or suite numbers may not be blocked or covered by wreaths, door
coverings, lights, or any other decorative element.

- Peepholes may not be covered.
- Fire protections and/or emergency equipment may not be covered or altered by exterior decorations.
- Lawn furniture is not to be left unattended in front of apartments or in hallways or stairwells.
- When not in use, all lawn furniture must be taken inside the apartment or suite.
- University furniture is not to be taken outside of the apartment or residence hall suite under any circumstances. If University furniture is found outside of the apartment or suite, you may be charged a fine and/or to replace the item(s).
- Bicycles must be stored in designated bicycle racks within University housing. Residents may not lock bicycles on the balcony or posts attached to the building, nor may they bring them into the hallways of the residence halls. The University is not responsible for stolen or damaged bicycles.
- Gas and/or charcoal grills are not permitted in University housing apartments or residence hall suites.
- Holiday or decorative lights may be used, with the following stipulations: Lights may not be strung under windows or doors. Only exterior outlets may be used for outside lights. Lights must be UL approved for outside usage, and the label denoting such use must remain on the light strand. Lights may not be strung across areas where people walk (sidewalks, balconies, stairwells, etc.).
- If the guidelines for exterior decorations are not followed, residents will be asked by staff to remove the decorations and may face disciplinary action.

**Interior Decorations:** Interior decorations are allowed in University housing units with the following stipulations:

- Interior decorations may not block air vents.
- Interior decorations may not cover fire protection or other emergency equipment.
- Decorations may not cover peepholes.
- Placement of live Christmas trees and/or other live greenery (excluding potted houseplants) in any part of housing is prohibited. Artificial trees are permitted inside an apartment or residence hall suite.
- Canned spray snow is not permitted on windows in housing.
- Window coverings must be the provided mini-blinds.
- Cloth curtains, solar film, or white poster board may be placed on the windows for additional light control. No cardboard, aluminum foil, cellophane, or other type of window covering is permitted on windows.
- Large nails, staples, screws, wall anchors, poster putty, or tape on walls or doors inside or outside the apartment are prohibited.
- Freestanding lofts may be built in the apartments or residence hall suites with the following guidelines: Lofts may not be attached to the ceilings or walls, they must be freestanding. The top of the mattress must be at least 24 inches from the ceiling to comply with fire
codes. All wood surfaces must be treated with a fire retardant varnish. Lofts must be pre-constructed to ensure their stability, and brought in pieces to University housing to be assembled. No actual construction of a loft should occur in a housing facility, only the assembly of a pre-constructed loft. The University is not liable for damages or injury from lofts built by students. Improperly built lofts may result in disciplinary action and maintenance costs for removal.

- Removing mounted fixtures from walls or ceiling is prohibited.
- Private door locks on any exterior or interior doors are prohibited.
- Any renovations or changes to the apartment are prohibited.
- Dartboards are prohibited.
- Residents may not paint or wallpaper walls or ceilings in the apartments or residence hall suites.
- If these guidelines for interior decorations are not followed, residents will be asked by staff to remove the decorations and may face disciplinary action.

**Emergency Protection Equipment:**
Tampering with emergency protection equipment, including but not limited to University fire protection equipment, evacuation route postings, emergency signs, weather radios, exit lights, fire extinguishers, smoke detectors, and alarm systems, is prohibited.

**Grills:** The use of personal grills in University housing is prohibited. Public grills are provided throughout housing for student use. Please use the grills in accordance with the following guidelines:

- Clean grills thoroughly before and after use. You may use aluminum foil on the grills, but foil must be removed after you are finished and discarded properly.
- Only Matchlight brand charcoal may be used with the grills and stored in apartments or suites.
- Used coals must be placed in the coal disposal bucket located next to every grill.
- Trash must be removed from the grill area and disposed of properly.
- Paper trash must be thrown away in garbage cans and not the coal disposal bucket.

**Halogen Lights:** Halogen lights are prohibited in any housing and residence life facility.

**Health and Safety Inspection:** Apartment and residence hall rooms may be entered during Thanksgiving and semester and spring breaks to assure that all health and safety requirements are met. During the academic year, health and safety inspections will be conducted by Housing and Residence Life staff (no more than once per month). In these cases, 24-hour notice will be given to residents that staff will be entering their apartment or residence hall suite to conduct the inspection.

Up to three times per semester, Housing and Residence Life staff will enter the apartments to check safety equipment (fire extinguishers, weather radios, smoke detectors, etc.) in the apartments and residence halls. Staff will also check to ensure that all appliances are working correctly. Housing and Residence Life will provide students with at least 24 hours’ notice prior to these inspections.
**Maintenance:** Maintenance staff will enter apartments and residence hall rooms in the absence of residents in order to carry out any essential repairs, routine maintenance, and to respond to any emergencies.

**Tobacco Free Campus:** It is the policy of the University of Southern Indiana to promote and maintain a clean, healthy working and learning environment for students, faculty, staff and visitors. The University expects the cooperation and commitment of all students, faculty, staff and visitors in maintaining a smoke-free environment and an environment free from smokeless tobacco waste. Effective July 1, 2011, the University of Southern Indiana prohibits smoking or the use of tobacco or tobacco products on or in university-owned, operated or leased property or vehicles. To view the entire USI tobacco policy visit [http://www.usi.edu/tobacofree](http://www.usi.edu/tobacofree).

**Fire safety Improvements and Upgrades:** The University reviews the fire systems and will make upgrades, repairs or revisions when problems are identified. The University of Southern Indiana fire safety statistics and policies can be accessed on the Web at [www.usi.edu/security](http://www.usi.edu/security), or by contacting the Office of Public Safety at 812-464-1845.
## Appendix 1

### University Conduct Range of Sanctions

<table>
<thead>
<tr>
<th>Offense (Hearing Count)</th>
<th>Possible Sanctions (non-AOD)</th>
<th>Possible Sanctions (Alcohol)</th>
<th>Possible Sanctions (Other Drugs)</th>
</tr>
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<tbody>
<tr>
<td><strong>First</strong></td>
<td>Warning Educational Sanction</td>
<td>Warning Parental Notification</td>
<td>Warning or University Probation</td>
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<tr>
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<td>Other</td>
<td>Choices ($50)</td>
<td>Parental Notification</td>
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<td>Other</td>
<td>Directions ($50)</td>
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<td></td>
<td></td>
<td>Loss of privileges Other</td>
</tr>
<tr>
<td><strong>Second</strong></td>
<td>Warning or University Probation</td>
<td>Warning or University Probation</td>
<td>University Probation</td>
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<td>Educational Sanction</td>
<td>Parental Notification</td>
<td>Parental Notification</td>
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<td></td>
<td>Loss of privileges</td>
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<td>Drug Assessment ($75)</td>
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<td></td>
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<td>Loss of privileges Other</td>
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<td><strong>Third</strong></td>
<td>University Probation or University Suspension</td>
<td>University Probation or University Suspension</td>
<td>University Suspension</td>
</tr>
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<td></td>
<td>Housing Contract Termination</td>
<td>Parental Notification</td>
<td>Parental Notification</td>
</tr>
<tr>
<td></td>
<td>Loss of privileges</td>
<td>Housing Contract Termination</td>
<td>Housing Contract Termination</td>
</tr>
<tr>
<td></td>
<td>Other</td>
<td>Loss of privileges</td>
<td>Loss of privileges Other</td>
</tr>
</tbody>
</table>

**Notes:**
- This chart is applicable to all USI students, regardless of housing status.
- The severity of the offense(s) will have an effect on what sanctions will be applied. For example, a student who is found in violation for using marijuana will most likely receive sanctions less severe than if the same student was found in violation for dealing marijuana.
- Educational sanctions can include the following: reflective paper, participation in an educational program, film/article reviews, and follow up meetings.
- Loss of privileges can include the following: visitation in housing, recreation facilities use, and participation in university events/organizations.
- “Other” sanctions can include: disciplinary fines, apology letters, housing assignment relocation, etc.
### APPENDIX 2
#### CRIMINAL OFFENSES

<table>
<thead>
<tr>
<th>2013 Criminal Offenses</th>
<th>ON CAMPUS (Total)</th>
<th>NON CAMPUS</th>
<th>PUBLIC PROPERTY</th>
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<tbody>
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<td>Student Housing</td>
<td>Other</td>
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<td>Negligent Manslaughter</td>
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<tr>
<td>Sex Offenses: Non-forcible Sex Offenses</td>
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<tr>
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<tr>
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### 2013 Bias Crimes

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<th>PUBLIC PROPERTY</th>
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<td>Race</td>
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</tr>
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<td>Religion</td>
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### 2013 Arrests

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<tr>
<th>2013 Arrests</th>
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<th>NON CAMPUS</th>
<th>PUBLIC PROPERTY</th>
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<td></td>
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### 2013 Disciplinary Actions

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<th>PUBLIC PROPERTY</th>
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In addition, there were 130 other crimes reported. A statistical breakdown is on file in the Office of Public Safety. 

*Data collection started in 2013.
## APPENDIX 2
### CRIMINAL OFFENSES

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<thead>
<tr>
<th>2012 Criminal Offenses</th>
<th>ON CAMPUS STUDENT HOUSING</th>
<th>ON CAMPUS OTHER</th>
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<th>2012 Bias Crimes</th>
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<th>PUBLIC PROPERTY</th>
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<th>2012 Arrests</th>
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<th>NON CAMPUS</th>
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<th>NON CAMPUS</th>
<th>PUBLIC PROPERTY</th>
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In addition, there were 168 other crimes reported. A statistical breakdown is on file in the Office of Public Safety.

*Data collection started in 2013.
## APPENDIX 2
### CRIMINAL OFFENSES

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<thead>
<tr>
<th>2011 Criminal Offenses</th>
<th>ON CAMPUS</th>
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In addition, there were 163 other crimes reported. A statistical breakdown is on file in the Office of Public Safety.
*Data collection started in 2013.
APPENDIX 3
DESCRIPTION OF STUDENT HOUSING FIRE DETECTION AND SUPPRESSION SYSTEMS

<table>
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<th>Building Fire Alarm</th>
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DESCRIPTION OF STUDENT HOUSING FIRE DETECTION AND SUPPRESSION SYSTEMS

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<th>Student Housing</th>
<th>Building Fire Alarm</th>
<th>Room Detection</th>
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1. IFA – Internal Fire Alarm. The alarm sounds at the buildings.
2. Central Monitor. The residence halls’ alarms activate fire panels which are monitored at the Public Safety Dispatch Office.
3. Fire drills. Drills are conducted at a minimum of once per semester.
Appendix 4

Fire Safety Definitions

Cause of fire: The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.

Fire: Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

Fire Drill: A supervised practice of a mandatory evacuation of a building for a fire.

Fire-related Injury: Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term person may include students, faculty, staff, visitors, firefighters, or any other individuals.

Fire-related Death: Any instance in which a person is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire, or who dies within one year of injuries sustained as a result of the fire.

Fire Safety System: Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire, including:
• Sprinkler or other fire extinguishing systems
• Fire detection devices
• Stand-alone smoke alarms
• Devices that alert one to the presence of a fire, such as horns, bells, or strobe lights
• Smoke-control and reduction mechanisms
• Fire doors and walls that reduce the spread of a fire

Value of Property Damage: The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity, including:
• Contents damaged by fire
• Related damage caused by smoke water and overhaul
• Does not include indirect loss, such as business interruption
### Appendix 5

#### 2013 Student Housing Fires

<table>
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<th>Incident Number</th>
<th>Student Housing Calendar Year 2013</th>
<th>Date of Fire</th>
<th>Time of Fire</th>
<th>Cause of Fire</th>
<th>No. of Injuries</th>
<th>No. of Deaths</th>
<th>Value of Property Damage</th>
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<td>2013-00137</td>
<td>7844 B Mahrenholz Rd Welsh Bldg O 'Daniel North</td>
<td>02/20/13</td>
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<tr>
<td>2013-00478</td>
<td>8083 A O 'Daniel Ln Bigger Bldg O 'Daniel South</td>
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<td>2013-00493</td>
<td>Room 103 Newman Hall Residence Hall</td>
<td>08/27/13</td>
<td>8:51 pm</td>
<td>Lighter – Packing Tape</td>
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<td>2013-00671</td>
<td>7922 B O 'Daniel Ln McNutt Bldg O 'Daniel North</td>
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<td>2013-00693</td>
<td>910 B Eckels Ln Saletta Bldg Mc Donald West</td>
<td>10/27/13</td>
<td>8:38 pm</td>
<td>Bathroom – Matches in trash can</td>
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<td>2013-00725</td>
<td>8069 A O'Daniel Ln Wallace Bldg O ’Daniel South</td>
<td>11/08/13</td>
<td>4:10 pm</td>
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<td>2013-00814</td>
<td>7900 B Mahrenholz Rd Leslie Bldg O ‘Daniel North</td>
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#### 2012 Student Housing Fires

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<td>McDonald East Apartment University Court Hovey Building</td>
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<td>4:43 pm</td>
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<td>O'Daniel North Apartment 7957A O'Daniel Ln Schricker Building</td>
<td>07/23/2012</td>
<td>10:39 am</td>
<td>Electrical Air conditioning unit</td>
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<tr>
<td>O'Daniel South Apartment 8128A O'Daniel Ln Dunning Building</td>
<td>08/26/2012</td>
<td>12:00 am</td>
<td>Paper set on fire</td>
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<tr>
<td>O'Daniel South Apartment 8117A O'Daniel Ln Wright Building</td>
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## 2011 Student Housing Fires

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</tr>
<tr>
<td>8084 A O'Daniel Lane</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Varsity Drive (in middle of roadway)</td>
<td>04-22-11</td>
<td>2:21 am</td>
<td>Cloth and metal frame on fire</td>
<td>None</td>
<td>None</td>
<td>$0</td>
</tr>
<tr>
<td>Varsity Drive (in middle of roadway)</td>
<td>04-29-11</td>
<td>2:14 am</td>
<td>Christmas tree charred</td>
<td>None</td>
<td>None</td>
<td>$25</td>
</tr>
<tr>
<td>Saletta Building</td>
<td>10-08-11</td>
<td>10:34 pm</td>
<td>Book set on fire</td>
<td>None</td>
<td>None</td>
<td>$10</td>
</tr>
<tr>
<td>924 B Mahrenholz</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Branigin Building</td>
<td>12-03-11</td>
<td>9:57 pm</td>
<td>Electrical (furnace fire)</td>
<td>None</td>
<td>None</td>
<td>$200</td>
</tr>
<tr>
<td>7964 B O'Daniel Lane</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>